



Quoi de Neuf?

PRESIDENT'S NOTE

Volume 6, n° 1

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Good spring to all,

With the arrival of beautiful days, the fever of maple sugars affects almost everybody. Sugar shack people install their blowtorches and their boilers or still verify pipes and pumps, they filled up energy: of wood or oil or still they verified the power supply, some will try to abbreviate the time of boiling by having appeal to the osmosis, the main thing it is to set up all the means to make sure to take advantage of some water, of the sap, that pours from maples to make the best products. Finally they will have done the housework of the shack to welcome suitably the visit.

In their example, have we prepared us carefully to our next activity? Even if we repeat appreciably the same activities, a judgment will always remain a judgment, as the sugar shack people, it is necessary to clean entrances, paths, instruments and building, to fill up packagings and palettes etc. ...

If it is not necessary to write a whole volume on the approach of how to lead to the good end our agricultural fair, it is important to summarize main lines in our business plan. It is essential to indicate clearly the pursued objectives by reminding ourselves that it is not the novel which we write and what those who will read it will already have a good outline of what will be the activity which you suggest offering to your visitors. How much and which races will be presented? By how many exhibitors? What services and prices you offer to these exhibitors to interest them, which visibility will the exhibition give them? This year, if the organization attaches a special attention on such production, she thus invites 5 or 10 producers of the region to come to present their company in one way or another, for the period of the exhibition etc. We hope to

join how many persons during the 3 - 5 - 10 days of activities. Finally, what we set up to welcome even more adequately our visitors in 2010, so that they live an unforgettable experience?

Finally, it is necessary to think of the team spirit, the deep motivation leads every administrators and volunteers within the organization of our agricultural fairs. We shall approach this theme, during our meeting in April. I wait for you numerous there.

Romuald St-Pierre,
President



2010, April 23 & 34 convention

It's time to register for the congress of next April 23rd and 24th, in the beautiful region of Brome. Come to share with the members of agricultural fair under the theme " **Let us plan our future**". Here is the schedule:

Friday, April 23rd:

12:00 to 13:00 :	Arrivals, welcoming and participants registration (Grand salon)
13:00 :	Welcoming message, participants presentation (Grand salon)
13:30 :	Formation on Board of directors and strategic orientations by Ms Monique Gagné from OSBL + (Grand salon)
14:30 :	Break
16:30 :	Free time – preparation for banquet
17:15 :	Departure for Brome Fair site
17:45 :	Outside activity on Brome Fair site
18:30 :	Cocktail
19:30 :	Banquet and country evening
23:00 :	Return to the hotel

Saturday, April 24th :

From 7:30 :	Breakfast (Lounge)
9:00 :	Workshop with OSBL + (Monique Gagné and Monique Dansereau) <ul style="list-style-type: none">• Workshop 1 : Development of a new mission and what is our clients• Workshop 2 : How to do an action plan
10:15 :	Break
10:30 :	Back to Workshop
11:30 :	Exchange on workshops 1 and 2
12:00 :	Lunch (East Side Mario)
13:30 :	Annual general assembly (Grand salon)
14:30 :	Break
16:00 :	End

(Schedule subject to change)

We hope to see you there!





Spouses program

Do not come by yourself, your spouses are welcome. A program of activities is available for them the time of the congress. Furthermore, the spouses are welcome at the banquet of Friday evening on the site of the Brome Fair.

Friday, April 23rd :

Free time, shopping at few steps of the hotel.

Saturday, April 24th :



8:30 - Departure from the hotel

8:45 - Arrival at the Chocolate Museum for guided tour

10:00 - Departure

10:30 - Arrival at Brome Lake Ducks for guided tour and cooking demonstration



11:45 - Departure

12:00 - Lunch at Le Relais

13:00 - Free time at Knowlton

13:30 - Departure



14:00 - Arrival at vineyard "Domaine Bresee" for guided tour and sampling

15:30 - Departure

16:00 - Back to the hotel

Good Visit !!!

Season Fair is coming

The beautiful season is coming, it is the time to plan our fair. If it is not already done, it is time to set up your business plan, your best guide to plan your fair. The meeting with your regional office of the MAPAQ must be already planned or it will be soon .

I suggest you to refer to the model in the member zone of the web Site at: www.expoduquebec.com. Prepared it and sent it to Marie-Eve Dumont at the AEAQ, she will have a look on it before the deposit to the MAPAQ! Furthermore, if you have questions about the initiatives projects or still need new ideas, she will be please to help you!

Do not forget, the deadline for the deposit of business plans is the April 1st!

The activities' Book are back !

You look for an activity for young people who visits your fair? Make your order of the activities book to the AEAQ. In the cost of 25 ¢ by book, you can give it to the young people who visit your event. Here is an educational and funny activity for the children.



The new Web Site is Online

And here we are, we were waiting for it since some time, the new Web Site of the AEAQ is now online. You will find the same functions as the former one and more ... I invite you to go to visit it at the www.expodुquebec.com. The English version will be available soon.



Many documents are available only for you, the members of the AEAQ. Model of business plan, posters for the protection of the consumer, the rules and the regulations for judgments 2010, criteria of performance of an agricultural fair and much more...

If you have photos of your fair, you want to insert a text there or the program of your event, let it know to Marie-Eve Dumont at mdumont@expodुquebec.com.

AEAQ's News

Here is some new that the AEAQ want to let you know:

- The flyer-calendar and the posters of the AEAQ will be available soon! If it is not already done, ask for them to the AEAQ office! The poster is provided with a white strip, so that every fairs can write the appropriate information for their event.
- The General Manager is always available to meet you or to help you in your business plan. Do not hesitate to contact her at 418-527-1196 or still at dumont@expodुquebec.com

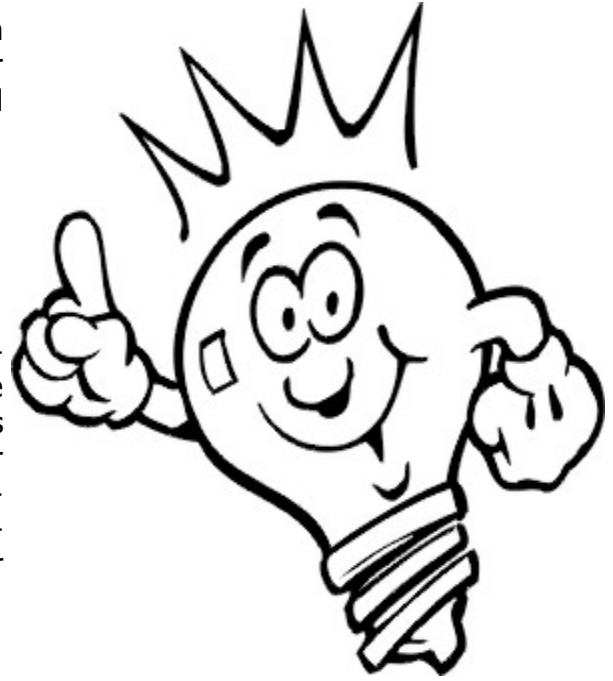
Here are some tricks for event coordinator

Here is some practical advices concerning the organization of activities and events, and also tricks to improve your way of working from day to day and to assure you good relations with your colleagues, customers and suppliers.

What is an event coordinator?

A event planner is...

Previously in the hands of amateurs, the job began to professionalize only fifteen years ago. Result, the clientele widened gradually. Private enterprises, public institutions and associations, nobody escapes the profession ... As far as an event can take the shape of a rock festival, an inauguration of one centre of formation, a congress of pharmacists, an international exhibition, a political meeting or a fashion show. The list is far from being exhaustive.



Respect the steps

During the commercial phase, the organizer tries to encircle the objectives of communication: the aimed public, the messages to be passed on, the means to be used. We discuss also money.

The phase of creation spreads out on more time. The organizer imagines the content of the event: a day, one evening, a weekend or more. The program often contains artists' performances, sound and visual illustrations, the speech of the "president", the decoration of the place and the restoration of the guests.

The organizer briefs his suppliers (firm of sound system, impresario, florist) on the general frame of the operation. He establishes a retro planning from the D-day so that every constituent is integrated in time. As the case, he proposes the realization of posters, the orchestration of a press campaign.

The phase of realization is certainly the most exalting moment, but also the most stressful. The organizer follows literally the elaborated "driving". He distributes a checklist to the volunteers. Every stumbling block (storm of wind or defective microphone) is planned as well as a spare wheel.

The best moment to make phone calls:

The experts of the working time recommend to reserve one hour a day to make phone calls and follow up the received calls. But which one? The best periods are the first two hours of the morning and both last one of the afternoon, while most of people are in their office and can be joined by telephone.

Well organised Meeting

Who says organization of events, says meeting. So that this essential stage is not transformed into nightmare, did you think of naming a person to manage the meeting? This one can take care to guide the members during the meeting, to encourage (or still break) the subjects of discussion, make sure that the agenda is respected, and especially, make sure that the objective of the meeting is met.

Furthermore, name a secretary who will take all the notes. Then, watch that these notes are converted in the form of summary which will be sent to each of the participants after the meeting. In this way, these will know about the next stages to be followed to reach the wished success.

Source: <http://www.quideorganisateur.com/organisateur.asp?id=172>

Need financial resources ?

Festivals et événements au Québec put on-line for their members an inventory of the sponsors programs in Quebec. Here are some who could be interesting for you:

Société des Alcools du Québec

For the politics of sponsor and to subject a request:

http://www.saq.com/webapp/wcs/stores/servlet/GeneralContentView?page=/ng/nous-la-saq/dons_commandites&langId=-2&storeId=10001&catalogId=10001

Hydro-Québec:

For the politics of sponsor and to subject a request:

<http://www.hydroquebec.com/publications/fr/dons-commandites/soumettre-demande.html>

Patrimoine Canadien:

A subvention to help you in the cultural part of your fair:

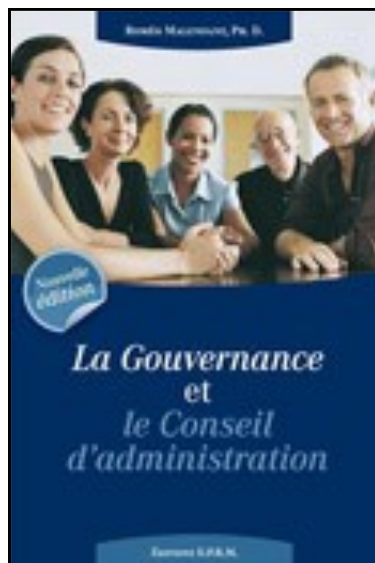
<http://www.pch.gc.ca/pgm/dcap-bcah/index-fra.cfm>

Source : <http://www.festivals.qc.ca/>, section des membres





Reading Suggestion



To complete the formation which we shall have at the congress or set of the advance, I suggest you « **La Gouvernance et le Conseil d'administration** ».

This book sold to more 10 000 copies became over the years, references with the administrators and the General manager of non-profit organizations.

When you accept director's post, do you know to what you commit? Have associations and non-profit organization rules of good governance? Is the closing of account made in a responsible way? etc.... This book addresses the directors and the administrators of organizations who wish to improve the way they make and have in heart the perpetuity of their organization. (in French)

Members suggestions

The AEAQ always has wishes to satisfy his members. You wish to know an information about a subject in particular, make it know to us at : info@expoduquebec.com.

We will be please to answer your questions in the next edition of the *Quoi de neuf?*

The next edition of Quoi de Neuf? should be published in June 2010.

If you have any suggestions or subject to share, please let us know your comments!

Until then, regularly visit the Association's website for the latest developments !

Join us online !
www.expoduquebec.com



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