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Association du patrimoine de Potton

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Potton Heritage Association

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27th Annual General Assembly – March 26th, 2017

GENERAL ASSEMBLY OF THE MEMBERS OF POTTON HERITAGE ASSOCIATION

Held on March 26th, 2017 at L'Auberge du petit Randonneur
741 Rte de Mansonville

1 – Opening of the Meeting

Having determined the presence 45 members, thus establishing the quorum required by Article 4.3 of the General Bylaws, the president declared the beginning of the meeting at 10 :15am. Vice-president Serge Norman chaired the meeting.

The Vice-President welcomed every one and dedicated the Assembly to the memory of Karen Muzerall and O. Jane Jewett, both of whom who passed away in 2016. Karen was a member of the Association since 1991, or 26 years. In 2014, Karen was awarded the Prize for Culture for Potton, for her exceptional contributions in the fields of music, photography and cinema. O. Jane received the Prize for Heritage with her sisters, Sandra and Carolyn for their exceptional contribution to the conservation one of Potton's Heritage building, known as Magasin Jewett.

2 - Agenda

The agenda is moved for adoption by Denis Lamontagne, seconded by Hans Walser and unanimously accepted.

3 - Adoption of Minutes of April 17th, 2016

Sandra Jewett moved that the minutes of the April 17, 2016 be adopted. Chantal Éthier seconded the motion. Unanimously accepted [[Annex 1](#)]

4 – President's report

The President deferred her remarks until the Directors had reported.

5 – Secretary's Report - Jean-Louis Bertrand

Membership.

202 Members in 2016 – Renewals : 183 – refer to the Webmaster's report by Serge Normand.

Board of Directors 9 members.

Président, Sandra Jewett; Vice-President, Treasurer and Webmaster, Serge Normand; Secretary, Jean-Louis Bertrand; Administrators, Carol Bishop and Janine Sourdif, Directors of activities; Karsten Baass, Chantal Éthier (30 août 2016), Christian Smeesters and Hans Walser.

Treasurer 2016 — see Serge Normand's report.

Revenues, \$ 21 210 ; Expenses, \$21 828; Deficit \$618; Accumulated surplus, \$7 789

The Association is member of

La Fédération Histoire Québec FHQ

The Estrie Chapter of the FHQ

Quebec Anglophone Heritage Network QAHN

Meetings of the Board: 11.

11 committees and 18 files, involving all 9 Board members, and 50 members of the APP. Volunteer hours estimated at more than 14 000 hours calculated at \$15 per hour – a value of \$210 000.

Committees: 11

- **Publication committee:** Jean-Louis Bertrand, Jacques Huppertz, Sandra Jewett, Serge Normand, Jacqueline Robitaille, Hans Walser.
- **Committee for Histoire Potton History:** Jean-Louis Bertrand, Sandra Jewett, Serge Normand, Jacqueline Robitaille.
- **Committee for excursions and conferences :** Carol Bishop, Janine Sourdif and their 20 volunteers .
- **Committee for Exposition 2016** The Covered Bridges of the Townships – *Saturdays from June 23 to October 8 2016; Free admission :* — 1475 visitors; donations for the Barn 580 \$
 - **Supervisors:** Hans Walser, Louise Abbott, Ralph Milot, Christian Smeesters.
 - **Guides:** Victor Gagnon and 18 volunteers: Béatrice et Karsten Baass, Francine Brassard, Jean-Louis Bertrand, Christine Baudinet, Rachel Catchpaw, Édouard Cloutier, Pierrette Drapeau, Lise Fontaine, Hélène Gaudreau, Jean-Pierre Gravel, Angèle Hébert, Gérard Leduc, Jacqueline Robitaille, Édith et Christian Smeesters, Denise et Bernard Sansoucy, Hans Walser
- **Committee for Exposition 2017, Tourism in Potton at the turn of the 19th Century** – Christian Smeesters, Jean-Louis Bertrand, Gérard Leduc and Hans Walser.
- **Committee for APP-CKJC :** Jean-Louis Bertrand, Fiona Campbell, Sandra Jewett, Janine Sourdif, David Sterling
- **Committee for the canteen and the Festival plein Air d'automne Owl's Head,** September 24 and 25, October 1 and 2nd, October 8, 9, and 10th
 - APP directors: Sandra Jewett, Christian Smeesters, Serge Normand, Janine Sourdif, Richard Tétrault.
 - CKJC: David Sterling, Fiona Campbell.
 - Expenses, \$4 430; Profit for the canteen, 7 862 \$; for l'APP 3 931 \$
 - 51 volunteers, service and donations of food; APP, 25, CKJC, 26: Béatrice et Karsten Baass, Judy Ball, Jean-Louis Bertrand, Carol Bishop, Martin Bradwell, Fiona Campbell, Norma Clifford, Wayne Courvette, Sally et Tim Crocker, Eszter Csiszer, Ronald Darche, Michael Darney, Christian Donaldson, Chantal Éthier, Rick Fergusson, Sharon Fewtrell, Eric Field, Wendy Gardner, Loïc et Théo Goyette, John Haberl, Hilary Head, Howard Heitner, Perry Hicks, Sandra Jewett, Janet Jones, Sheila Kerr, Stanley Lake, Charles Laurin, Alli Leonard, Wanda Leonard, Red MacDougall, Denise McLafferty, Serge Normand, Murielle Parkes, Michel Payette, June et Russell Peacock, Nancy Poirier, Lise Ponton, Frank Ruiz, Christian Smeesters, Édith Smeesters, Janine et Monique Sourdif, David Stirling, Ken Taylor, Richard Tétrault, Sylvie Théberge.
- **Photography contest:** *The Barns of Potton*, Christian Smeesters.
- **Covered Bridge:** Hans Walser.
- **Financing of the Round Barn with the GBMP:** Hans Walser and Karsten Baass.

- **Committee for place names (toponymy):** Sandra Jewett and Jean-Louis Bertrand.

20 Files

- **Membership and dues:** Serge Normand.
- **Archives of photographs:** Chantal Éthier and Serge Normand.
- **Annual General Meeting:** Board of Directors.
- **Canteen at Owl's Head :** Christian Smeesters and Janine Sourdif.
- **Communication:** Serge Normand.
- **Photography contest:** Christian Smeesters.
- **Conferences:** Sandra Jewett, *Une communauté durement éprouvée – L'épidémie de typhoïde de 1923 à Mansonville - delivered in exclusively in French.*
- **Grant writing:** Jean-Louis Bertrand.
- **Corn roast:** Carol Bishop.
- **Excursions and meals:** Carol Bishop and Janine Sourdif.
- **Exposition:** Hans Walser – Christian Smeesters.
- **Finances:** Serge Normand.
- **Fédération Histoire Québec:** Jean-Louis Bertrand and Serge Normand.
- **Festival multiculturel de Potton :** Jean-Louis Bertrand, Christian Smeesters, Hans Walser, Ralf Milot
- **Liaison with the Municipality:** Sandra Jewett.
- **Culture and Heritage Prizes:** responsible Jean-Louis Bertrand, Jury, Board of Directors of the APP and of the CCPP. Recipients: Mary Cowan Bailey, Heritage and Hiro Gagnon, Culture
- **Quebec Anglophone Heritage Network :** Sandra Jewett.
- **Requests for heritage information:** Jean-Louis Bertrand, Sandra Jewett and Serge Normand.
- **Secretariat and constitution of archives:** Jean-Louis Bertrand.
- **Web sites:** Serge Normand.

Policy concerning the annual fees - modification:

Extracted from draft minutes of AGM 2016 : Robert Joli, seconded by Denis Lamontagne, moves to raise the annual fees for a family from \$35 to \$40, effective January 2017. This motion is adopted on a majority vote.

At the May 10th, 2016 meeting of the Board, Jean-Louis Bertrand moves to raise annual fees for a family to \$40.00, and to reduce the annual fees for an individual membership to \$20.00 The motion is seconded by Serge Normand and is carried unanimously by the Board.

Communication with members

- Message from the Vice President Serge Normand.
- Announcement of events and excursions.

Web sites: see Serge Normand's report

Publications :

- **Brochure**
 - *Les ponts couverts de Potton – The Covered Bridges of Potton* – 2 000 copies – \$3 926
 - *Incomparable Potton* – reissue – 2 000 copies – \$3 385
- **Histoire Potton History**
 - Volume 4 – Number 1 – Spring 2016 – 50 copies
 - Volume 4 – Number 2 – Fall 2016 – 70 copies

Conference — Sunday 15th May 2016, 1 :30

- Conference by Sandra Jewett, President *Une communauté durement éprouvée — l'épidémie de typhoïde de 1923 à Mansonville*. 20 present. Lunch cost \$120 Need to examine format for lunches as well as costs

Excursions and meals : see report of Carol Bishop and Janine Sourdif

Festival multiculturel — August 13th

- Participation in the parade – with mock-up of the pont de la Frontière; kiosque : sale of books, distribution of heritage brochures. 30 photos submitted by 11 participants in the Photography contest : Geneviève Duplessis, Raymond Gagnon, Danielle Galipeau, Suzette Giroux, Angèle Hébert, Gérard Leduc, Roger Magoon, Henri Orban, Marie-Claire Planet, Madeleine Soucy, Édith Smeesters. The photographs are available on the website. First prize: Danielle Galipeau; second prize : Gérard Leduc and Madeleine Soucy; third prize, Suzette Giroux and Édith Smeesters ex-quo.

Culture Days – 30 September – 1st and 2nd October

- School children of Potton visit the Round Barn exhibition, guided by Hans Walser.
- Launch of Incomparable Potton, 2nd edition, on Sunday October 2nd, at the Owl rest stop on Chemin Vale Perkins, ncement de la réédition de la brochure Incomparable Potton le dimanche 2 octobre, 17 h à la halte du hibou, chemin Vale Perkins. Awarding of Heritage Prize to Mary Cowan Bailey.

Fédération Histoire Québec

- Participation at the 51st Congress of the FHQ in Saint-Jean sur Richelieu from May 21st to 23rd. Heritage Association delegate: Serge Normand.
- Liability insurance for the Board and its members.
- Obtention of Histoire Québec magazine of which a copy is available at the Library.

Perspectives 2017 – see report by the Vice President

6- Activities report by Carol Bishop and Janine Sourdif

2016 - an average of 35 participants at each activity

- Saturday, January 16 – easy or intermediate snowshoeing on the mountain bike trail at Owl's Head
- Saturday, January 23 — Easy snow shoeing or cross country in the natural reserve on Sugar Loaf-Elephantis
- Saturday, January 30 — Easy snowshoeing or cross country in a woodland
- Saturday, February 6 — Easy Excursion – snow shoes, views of the village.
- Saturday, February 13 — Easy Excursion, snow shoes or cross country on O.H. Golf Course
- Saturday, February 20 – Intermediate to difficult excursion – panoramic view from Mountains : postponed to second week of March
- Saturday, May 28 – Clean up campaign, ditches of Potton.
- Saturday, June 11 – Guided visit to Miltimore Cemetery
- Thursday, June 23 – Vernissage of the Exhibition, The Covered Bridges of the Townships Saturday,
- Saturday, July 2, 10 am – One hour hike along old road with destination being Anne-Lise and Hubert.
- Tuesday, July 19 – visit to the Wallbridge dodecagonal barn Stanbridge East
- Saturday, August 13 – visit our kiosk, participate in the photography contest – The Barns of Potton
- Saturday, August 27 – Hiking in woods by a brook in Saint-Étienne-de-Bolton.
- Saturday, September 3 – Annual Corn Roast on the Beach at Perkins' Landing

- Friday, September 30, October 1 and 2 – Culture Days – (see above pages)
- September 24-25, October 1, 2, 8,9,and 10 – Festival d’automne and canteen at Owl’s Head
- Saturday, October 15 – Shinrin-yoku chez Béatrice and Karsten Baass.
- Saturday, November 12 – Visit to the covered bridges of Potton and one in North Troy
- Wednesday, December 21 – Winter Solstice, Owl’s Head, and launching of HPH Volume 4, No. 2

2017 - an average of 35 participants at each activity

- Saturday, January 7 – easy excursion on Chemin White with panorama on the mountains, Hosts: Fiona and David.
- Saturday January 14 – Easy or intermediate snow shoe on the mountain bike trail at Owl’s Head, Hosts: Wendy and André
- Saturday, January 21 – Easy snow show, in the Nature reserve between Sugar Loaf and Elephantis, Scottish flavours in honour of Robbie Burns – Diane and Michael).
- Saturday, January 28 – Easy to intermediate snow-shoe – in a wooded region – Lunch in the Restaurant-auberge Le Petit Randonneur
- Saturday, February 4 – Easy to intermediate excursion in a woodlant – Hosts : Janine & Richard
- Saturday, February 11 – Hike along road or snow shoe on Golf Course, Hosts : Edith and Christian
- Saturday, February 18 – Easy snow shoe excursion, Hosts : Beatrice and Karsten
- Saturday, February 25 – Easy to intermediate snow shoe in woodlands Saint-Étienne de Bolton - Lunch at Bistro Coop du Grand Bois

7 – Webmaster’s report – Serge Normand

Membership: 202 members in 2016, 113 French , 89 English – Renewals : 183 – Late : 19.

Web sites : The contents of the Websites, both French and English are constantly progressing : excursions, event announcements, documents, photographs, brochures and folders. Downloading of our publications since November 2014 total 36 692, of which, for the brochures and folders, 10 594 in the French language, 14 709 in the English. The most sought after texts are: Vale Perkins, 2 739; Highwater, 2 414; Russian monastery, 2 126.

8 – Treasurer’s report - Serge Normand

- Treasurer Serge Normand tables the financial statements for 2016, prepared by La firme comptable Ralph Bushenbaum services financiers. Serge provided supplemental information and mentions in particular, the grant of \$5,000 received from the Municipality of the Township of Potton. Revenus totalling 21 210 \$ and Expenses of 21 828 \$, gave a deficit on current operations of 618 \$ and an accumulated surplus of 7 789 \$ to December 31st, 2016. [\[Annex 2\]](#). Édith Smeesters moved the adoption of the Financial Statements for 2016 as presented, seconded by Brian Waldron and unanimously adopted.
- The Treasurer then followed with the Proposed Budget for 2017, demonstrating projected revenues of \$14,000 and projected expenses of \$14,000, giving a balanced budget. If the proposed figures hold, the Association will end fiscal 2017 with an accumulated surplus of \$7,789 [\[Annex 3\]](#) Angèle Hébert moved the adoption of the proposed budget as presented for 2017, seconded by Ralph Milot, and unanimously adopted.

9 - Perspectives 2017

The Vice President presented the main elements of our 2017 programming :

- Exposition in the Round Barn: Tourisme in Potton at the turn of the 1th Century; guided visits; under the direction of Christian Smeesters, aided by Jean-Louis Bertrand, Gérard Leduc and Hans Walser with the collaboration of the GBMP.
- Publication of two editions of HPH and of a brochure to complement the above named exhibition; prepared by Jean-Louis Bertrand.
- Excursions and conferences prepared by Carol Bishop and Janine Sourdif.
- Photography contest, under the direction of Christian Smeesters.
- Participation in Culture Days and in nomination to the Heritage Prize of 2017.
- Participation in the Festival multiculturel de Potton, parade and kiosk.
- Canteen at the Festival d'automne Owl's Head.
- Underwriting for the Round Barn in collaboration with the GBMP.

10 - Nomination of accounting firm

Treasurer Serge Normand requests the Assembly to designate La firme comptable Ralf Bushenbaum, services financiers, du Canton de Potton, as accountants for the 2017 exercise. Beatrice Baass moves the nomination, seconded by Robert Joli, and unanimously resolved to designate La firme comptable Ralf Bushenbaum, services financiers, du Canton de Potton, as Accountant for the year 2017. Carried unanimously.

11 - Election of Directors

The Secretary of the Association, Jean-Louis Bertrand presents the nominations to the Board of Directors : Karsten Baass, Jean-Louis Bertrand, Carol Bishop, Chantal Éthier, Sandra Jewett, Robert Joli, Serge Normand, Christian Smeesters, Janine Sourdif. Gérard Leduc moves that the above named persons be named Directors, seconded by Jacqueline Robitaille. Carried unanimously.

12 – Remarks – bilingual, by the President Sandra Jewett

The remarks by the President were extemporaneous and general in nature in which she thanked her fellow Board members and noted her appreciation to Serge in particular for having assumed the presidency with such aplomb. She thanked everyone for their compassion over the past months.

La présidente remercie les membres du conseil d'administration pour leur constante collaboration et particulièrement Serge qui l'a remplacé avec brio. Elle remercie tous les membres pour leur soutien au cours des derniers mois.

She noted with regret Hans' decision to leave the Board in order to dedicate his efforts solely to the GBMP and the future of the Round Barn. She welcomed our new Board members, mentioning the enthusiasm with which each had assumed a role within the Board: Christian Smeesters for co-ordinating and preparing the 2017 exhibition in the Round Barn; both he, Janine and Karsten Baass for their help with the 2016 Autumnfest canteen; and that Karsten has assumed a role within the GBMP as treasurer. Chantal Éthier is our newest Board member and has provided invaluable aid with Serge in the cataloguing and organization of our extensive digital archives. Carol cannot join us today, but every one know her enthusiasm in the organisation with Janine of our excursions.

Sandra Jewett remercie Hans Walser qui quitte le conseil d'administration après 13 ans de mandat, soit depuis 2004 dont 7 à titre de président. Elle souligne qu'il s'est particulièrement impliqué dans le projet Grange ronde, la production d'expositions et dans la gestion de la cantine à Owl's Head. Très actif au conseil, tant comme président que comme administrateur, ses opinions sont toujours judicieuses. Nous regrettons tous son départ, mais heureusement il nous assure de son soutien actif dans la réalisation de nos projets. Elle remercie les nouveaux membres du conseil en 2016 et note leur entrain dans l'exercice de leur fonction. Christian pour la coordination et la préparation de l'exposition 2017. Christian, Janine et Karsten pour l'administration de la cantine à Owl's Head. De plus, Karsten a joint le GBMP à titre de trésorier. Chantal, la plus récente de nos recrues, s'est impliquée immédiatement dans le catalogage de notre impressionnante banque de photographie. Carol ne peut être avec nous aujourd'hui, mais tous connaissent son implication très active avec Janine dans l'organisation de nos excursions.

Sandra also informed the members that Jean-Louis Bertrand had resigned his position as Secretary of the Board after ten years of service. On behalf of the Board and the members, Sandra recapped briefly the devotion and attention Jean-Louis had brought to the Board, and in particular his work as Editor of our magazine and as principle author of our many publications, in addition to the reformulation of the Association bylaws as required for all non-profits. She mentioned her personal gratitude for his guidance, wisdom and patience over the many years of their association. She is grateful that he will retain his seat as a Director and looks forward to continued close collaboration in our research and future writing.

Elle remercie aussi Jean-Louis Bertrand qui quitte le poste de secrétaire après 10 ans de service. Il continuera de siéger au conseil et de s'occuper de la publication de notre magazine et de nos dépliants et brochures. Tous connaissent son expertise, son dévouement et la sagesse de ses conseils. Elle le remercie au nom du conseil et de tous les membres.

In conclusion, she reiterated her appreciation for the wealth of talent, wisdom and collective experience present in the assembled members and that she wished everyone well for the year ahead.

En conclusion, elle constate l'énergie productrice que représente la somme des talents et de l'expérience des membres de l'Association. Merci à tous et que mes vœux de bien-être vous accompagnent tout au long de l'année.

13 - Période de questions

The Secretary of the Assembly Jean-Louis Bertrand then opened the floor to the assembled members:

- Assembly Secretary Jean-Louis Bertrand invites comments and questions from the members.
- Hans Walser thanks the President for her kind remarks. He asks the new Board of Directors to commit to financial contributions to the annual and permanent exhibitions in the Round Barn. In that regard, the Secretary reiterates that in response to his request, the Board has committed to creating, installing, managing and financing present and future exhibitions in the Barn.
- Denis Lamontagne reminds the Assembly of the successful financial campaign in 2013 and hopes that the campaign would be renewed and organized this year.
- Hans Walser, as President of the GBMP, responds positively and assures that one will be organized before the end of 2017.
- Jacqueline Robitaille reminds the Assembly of the remarkable work that Janine accomplished in the organization and daily service of the canteen. She is also pleased to welcome Sandra back to her duties. Echoed by the members.

- Mayor Veillon is happy to announce that a new employee at the Municipal office will take charge of the development of tourism in Potton. Moreover, he mentions, that the Coeur Villageois Committee is advancing steadily in their mandate and that solid measures will be undertaken this year for the improvement of our village. He also notes good news on the covered bridge front: MTQ has accepted to discuss a possible financial involvement for the Pont de la Frontière.

15— Adjournment.

Carol Bishop moves, seconded by Jacques Huppertz, that the assembly be adjourned. Unanimous.

[Annex 1](#) : Minutes of the 2015 Annual General Meeting held April 19 2015.

[Annex 2](#) : Financial Statements 2016.

[Annex 3](#) : 2017 Budget.

Drawn up by Secretary Jean-Louis Bertrand March 31st, 2017 and translated to English by Sandra Jewett on April 3rd.

Annex 1 : Minutes of the 2016 Annual General Meeting held April 17 2016

[\[Available on line\]](#)

Annex 2 : Financial Statements 2016

[By R.B. Financial Services]

[\[Source Document – On line\]](#)

Revenus	2016	2015
Cotisation des membres	3 812	2 285
Dons	940	549
Collecte de fonds (Activités)	9 575	2
Revenu de ventes et divers	1 888	7 621
Commandite-Subvention	5 000	5 000
	21 215	15 457
Frais d'administration	2016	2015
Assemblée	1 457	1 420
Association	254	231
Conférences-Congrès	200	175
Fournitures de bureau	716	473
Frais banque	97	142
Honoraire	506	489
Loyer	1 290	600
Taxes et permis	34	34
	4 554	3 564
Frais reliés aux activités de financement		
Frais reliés à la promotion de Potton	16 312	8 827
Frais reliés aux activités	962	188
	17 274	9 015
	21 828	12 579
Surplus (Déficit) de la période	-613	2 878
Surplus au début de la période	8 407	5 529
Surplus à la fin de la période	7 794	8 407

Annex 3 : Budget 2017

[By Treasurer]

Revenus		2017	
Membership	APP Adhésions	3 500	
	APP Dons	300	3 800
Subventions	S_Municipalité de Potton	5 000	5 000
Ventes	Revue HPH	800	
	Place Names + Rep. Top.	100	900
Activités	R_Festival Owl's Head	3 300	
	R_Location	200	
	R_Divers-Repas-Int	800	4 300
TOTAL REVENUS			14 000

Consolidation	2017
Encaisse au début	7 789
Total Revenus	14 000
Total Dépenses	14 000
SURPLUS/DÉFICIT	-
SOLDE en fin d'exercice	7 789

Dépenses		2017	
Gestion	Loyer A	600	
	Loyer B	690	
	Casier postal	180	
	Frais bancaires	36	
	Frais comptables	500	
	Poste	50	
	Site web	20	
	Fournitures de bureau	150	2 226
	Cotisations	FHQ	150
QAHN		40	190
Restauration	Biens patrimoniaux	2 000	2 000
Permis	REQ	34	34
Congrès	Inscription	200	200
AGA			
	Repas	975	975
Publications	HPH 2 Numéros	1 200	
	Brochures et dépliants	4 000	5 200
Activités	Concours Photos	75	
	Conférenciers	300	
	Sorties -Excursions	700	
	Expositions	2 000	
	Location salle	100	3 175
TOTAL DÉPENSES			14 000