

**Baker County Fair Board  
Minutes of April 2, 2008  
Board Meeting**

**Members Present:** Chairman Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Ann Kniesel, Dan Morris, Rob Ellingson, Tony Britt

**Members not present:** none

**Advisory Board Members Present:** Donna Lowry

**AB Members Not Present:** Janice Cowan

**Staff:** Colleen Taylor

**Others in Attendance:** Carl Stiff, County Commissioner, Michelle Paoletti, Terry

Chair Ron Rowan called the meeting to order 7 PM.

**Public Comment:** Michelle of Leadership Baker presented their timeline on completing the construction of horse stalls at the Baker County Fair Grounds. Construction will take place on two weekends, May 10<sup>th</sup> and May 17<sup>th</sup>.

**Approval of Minutes:** Rob motion to approve minutes for March 11th meeting, Dan seconded. Passed by members.

**Financial Documents:** Financials reviewed and discussed, Ann motioned to approve the March bills and deposits, Rob seconded.

**Old Business:**

**OMD/General Caldwell:** Fred was not traveling to Salem this week to meet with General Caldwell; however, a conference call will be scheduled next week. Ron to email board of when call will be and the number to call in on. Mark and Ron will attend the call. Mark asked that we try to make arrangements for General Caldwell, Governor staff and fair board meet, either in Salem or better in Baker.

**Grants:** Ann reported on the current grant applications. The USDA grant has requested more information. Ann will be meeting with Fred to complete that request. The Collins grant has been submitted for \$200,000. The U S Bank Grant request will be reviewed in May. Ann will be following up with Albertson's and OTEC on the request sent to them. Ann report that she has began work on the Wan Young Grant and the Sunderland Grant. Ann is reviewing Oregon Community Cultural Trust for possibility of applying.

**Phase II Funds Report:** Colleen gave a report on the funds used thus far for Phase II. A problem with the spreadsheet is showing an incorrect amount that will be short for this Phase. Colleen to visit with Christina on covering of the amount that may be short. At present we are showing a possible shortage of approximately \$35,000. Mark to look at spreadsheet to help correct errors.

**Phase II Update- Make** reported that the majority of the work has been completed. We are still waiting on the medal doors to arrive for installation. Board members reported that the event center was well received by the community.

**Equipment:** Ann reported that we have ordered 12; 8ft Tables from Mite-Lite and that will bring our tables seating to 400. We will need to continue to raise money for those remaining 120 chairs that are needed. The cost of those additional chairs will be approximately \$8000. Colleen will be going thru our existing chairs to find those in the best condition for use in the event center until new ones can be purchased.

**Excess Equipment:** Colleen reported that facilities has schedule their excess equipment sale for April 9<sup>th</sup> and 10<sup>th</sup> in the Show Barn. The auction will be on the 10<sup>th</sup> for the vehicles.

#### **New Business:**

**Fair Preparation Update:** Colleen reported that the buttons for the fair have arrived and passed one around. The vendor letters and sponsor letters are completed and were reviewed also. Donna shared that she would like to see if the 4 H Leaders pop stand could be moved down for better flow to the fair grounds. Discussion was held to move the stage to the street side again for better enjoyment of the fair attendees. Final decision was not made.

**OFA Spring Conference:** Colleen reported that she will be attending the OFA Spring Conference in Hermiston the 11<sup>th</sup> and 12<sup>th</sup>. The agenda of the conference was shared with board members.

**Yard Sale Items from Extension Office:** A brief discussion was held on future inventory of the fair office for items to sell in a yard sale.

**Budget Changes:** Colleen reported that there were a few budget changes submitted to Christina. Items that were not budgeted for and added were: Cell Phone \$360, Insurance Fire/Liab \$6000, OFA Trust Fund \$25. These changes would bring our request from the TR FR General Fund to \$50,385 for a total 251 budget of \$152,587. Colleen to work out cost of OSU's use of building and cost of Parole and Probation for budget workshop scheduled for Wednesday, April 9 from 8 to 12. Goal is to be sure that we are not subsidizing those departments.

**Signage:** Discussion of completing the naming of the Show Barn and having the FFA group create a template of the name for review by the board. Discussion held on naming the building, name to be "Cockram Arena". FFA will construct 12 inch letters and the board will look at placement. A motion to that effect made by Dean and seconded by Rob.

**Elkhorn Classic:** Ron announced that Elkhorn Classic will take place on Memorial Day. Friends of the Fair will have the concession stand in the Event Center. Cassie Sullivan will be the facilitator for the event. A meeting will be at Farm Credit on Monday, April 7 at 4:30 PM.

**Other:** Next meeting to be May 7, 2008 at 7pm small meeting room of the Extension Bldg.  
The meeting was adjourned at 8:30 PM.

Respectively Submitted,

Colleen Taylor