

**BAKER COUNTY FAIR BOARD**  
**Minutes of April 5, 2006**  
**Board Meeting**

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

**Members Not Present:** all present

**Advisory Board Members Present:** Janice Cowan

**AB Members Not Present:** Mary Ellen Anderson, Bob Borgen

**Others in Attendance:** Andi Sexton (staff); Mellisa Miller of Leadership Baker; Dr. Carl Stiff, County Commissioner; Wayne Lewis, Baker Shrine; Rick & Sue Badgley, Horse Riders

**The Meeting was called to order** at 6:05 pm by Vice Chair Dean Defrees

**Approval of Minutes:** A motion was made by Rob and 2<sup>nd</sup> by Tony to accept the minutes with the following changes: To change Country Review Board to County Review Board, on pg 2, paragraph 2. The motion passed with all in favor.

To accommodate guests, guest presentations and related new business items on the agenda were addressed prior to the main business portion of the meeting.

**Wayne Lewis, Baker Shrine All Kids Rodeo Chairman:** The All Kids Rodeo is set for April 15<sup>th</sup>, the day before Easter in the Show Barn. Wayne expressed his gratitude for the usage of the facilities and equipment in exchange for the shrine club hosting a 'Shrine Day' at the Fair. The Shrine Club needs 4 small bleachers moved into the show barn, and an arena setup with panels. It was agreed to have a work party at 8:00 am, on Friday, April 14<sup>th</sup>. Delo and Rob will operate the forklift and any other needed equipment owned by the Fair Board, and help with setup. Wayne will have his crew work up the ground. Garbage is to be hauled off, or put into our dumpster, and the show barn is to be cleaned up by the Shrine crew. Cattlewomen are again using the kitchen and they will clean up after themselves. Our maintenance crew will clean the restrooms before and after the event as well as any areas that need attention.

**Rick and Sue Badgley, Horse Riders.**

Sue shared with the board that she would like to ride in the arena, to get her horse in shape, and that other riders may also want to use the arena since most fields are still wet or hard. For the past two months the board has been researching what other counties do for open rides, horse boarding, and rental rates. After some discussion, **Dean made the following motion 'To Have Open Rides for the Public, during April and May, Mondays and Wednesdays, from 5:30 pm until 8:00 pm, and riders under the age of 16 must be accompanied by an adult rider in the arena'.** Ann seconded the motion. The motion passed with all in favor. Sue volunteered to be the ride coordinator, and to make sure that an adult rider accompanies riders under the age of 16. This will be a 'test' to see how the open ride system goes. Any riders who want to rent the arena, can do so at \$10.00/hr on evenings when there is no open ride, and, when events are not scheduled. The Fair Board will continue to work up the arena once a week during the riding season. Andi is to post 'Horse Riding At Your Own Risk' signs at the entrances to the rodeo grounds, with the language on the signs similar to other Fair Grounds and the ORS code. Andi is to contact the 4H horse clubs to remind them to reserve the arena for their clubs, and to make sure there are no conflicts with the open ride schedule.

### **Janice Cowan – 4H Premium Quality Control**

Janice and Andi shared with the board some of the problems they are having with 4H premiums: a numerous amount of checks are not getting cashed, thus remaining 'outstanding' in Andi's check register (a nightmare for the audit); and some of the leaders and/or parents have been holding onto checks and wanting checks re-issued months after Fair, which results in voiding some checks and reissuing them. To lessen this problem as best we can, it was recommended to have a 'pickup and cashed by' date. Once the date is exceeded, then any outstanding checks would be voided in Andi's check register. The checks are only good for 90 days from the print date. It was decided to have the checks printed on August 28, for the 2006 Fair, and that any checks not picked up or cashed after 90 days from August 28<sup>th</sup>, would be voided. Andi is to check with County Council to see if this is doable, as well as the bank where the premium account is held. If everything is legal, then language to this effect will be put in the premium book.

### **Melissa Miller – Leadership Baker**

Melissa report that \$400 has been raised to date for the horse stall project. Soon they will be sending out about 50 letters requesting donations. They are also thinking about having a raffle and sharing a portion of the proceeds with the 4H Horse Clubs. The price to date is \$9,000 for 4 stalls. The subject of a concrete pad for the stalls as well as the breezeway was discussed. It was recommended that the overall plan be presented to the Fair Board before any construction begins or materials are purchased.

**Financial Reports: Dean made the motion and Rob 2<sup>nd</sup> to accept the financial reports as submitted. The motion passed with all in favor.** Discussion revolved around the 351 account and need for additional project dollars. It was recommended to request the 06/07 \$50,000 from the county be transferred to the Fair Board this fiscal year so that construction was not halted.

### **OLD BUSINESS:**

**Leadership Baker Horse Stall Project:** Discussed during guest presentations.

**Corner Lot:** The Ford Leadership Baker class did not select the corner lot project as their #1 project – it came in 2<sup>nd</sup>. Next Steps: To fill the lot with about 200-300 yards of good topsoil to make it level. Tony might have a source and will communicate with Mark on topsoil. Andi is to get two more proposals for a reader board. It was discussed that the corner lot could look better with an investment of \$8,000 for an irrigation system and grass. At this time, we will continue to have this as a lower priority project to follow after the New Event & Community Center is completed.

**Event & Community Center – March 15<sup>th</sup> Luncheon Recap:** The luncheon was a huge success. We had about 50 attendees which included past and potential funders for the project as well as leaders from the community. Andi had 3 potential funders approach her with interest in the project. Ann Kniesel was thanked for all her hard work for decorating, setting up, and putting out the lunch. Only glitch was in the Power Point 'system'. Also, recommend having a map of the floor plan included in the presentation.

**Lions Group Mar 23<sup>rd</sup> Presentation Recap:** Mark, Andi and Rob attended the Lions Club meeting and gave a presentation on our project. The power point presentation went a lot smoother.

**Event & Community Building – Project Update:** Next step is related to the fire protection system. We need to have 2-hour separation doors between the Exhibit Hall and Office side of

the building. An electronic circuit magnetically holds the doors open, and 'shuts off' automatically in the event of a fire. Mark thinks the existing framing is adequate to support the new doors. The Fire Inspector needs to approve the doors. Mark will meet with him to see if current framing is adequate, and if not, corrections will be taken. Phase I is being wrapped up.

**Contract Review Board** – The work being done by Sid Johnson on our behalf, although separate elements of the Event & Community Center project, are being considered one job, according to Christena Cook of the County's Administrative Department. Christena said the total exceeds the \$5,000 threshold required for Contract Review by the County Contract Review Board. The board discussed the fact that \$3,000 of the billing was a permit that Sid Johnson paid up front at Andi's request since the turn around time with the County would have delayed getting the permit right away at the time of application. Andi is to ask Christena if the permit fee can somehow be pulled out from the total and applied to another category.

**Home and Garden Show** – Mark wanted to make sure the dates for having the Event Hall available for the Home and Garden Show were agreed upon so as to not upset the contractors. Andi and Mark agreed to have the building available on May 3<sup>rd</sup>. The Home and Garden Show is May 5 & 6<sup>th</sup>. The contractors can return to the building on May 9<sup>th</sup>, after 'break down'.

**Elkhorn Spring Classic May 29<sup>th</sup>** – Registrations to date are 4 steers, and 2 heifers for the show. Sponsorship dollars committed are \$2,375, of which \$325 has been received.

**FFA Barn Signs Project:** Dean reported that the FFA advisor, Mr. Newman, has not had the students do any work on the sign we requested in December. It was decided to drop the project at this time. Discussion was to have signs directing the public to the parking area, and on the rodeo fence, with language and an arrow pointing to our new facilities. The rodeo fence sign should be attached at the top of the fence so it can be seen from Campbell Street. Andi is to pursue having the 'green' signs along interstate 84 and at Campbell St. and East Street to direct the public to our facilities.

#### **NEW BUSINESS:**

**Rodeo Arena Usage by Horse Riders:** Discussed previously during guest & public comment period.

**Shrine Usage of Show Barn April 15:** Discussed previously during guest & public comment period.

**4H Premium Payout Discussion:** Discussed previously during guest & public comment period.

**Friends of the Fair Dinner – Date Change:** Dan Warnock will not be available to BBQ on May 17<sup>th</sup>. The board discussed the idea of moving the dinner closer to Fair since the Event Hall will probably be under construction on May 17, and each time we halt construction it costs us money. Discussion included waiting until the week before Fair; similar to the Pie and Ice-cream social/fundraiser we had last year, and to have our event then. No final decisions were made at the meeting.

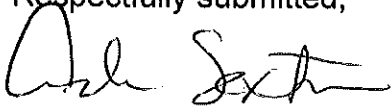
**OTEC Voting Member Packet:** Ron Rowan was designated as the voting member for the Fair Board and completed the OTEC voter's packet.

**Commissioner's Meeting of March 15:** Robin Nudd contacted Andi and informed her that a group of citizens brought a petition to the Commissioners requesting the rental rates at the Extension Building be waived for the Gospel Sunday group. Their argument was that the group provides a community service. The commissioners told them they would pass the request on to the Fair Board. Discussion was that the rental rates are set for community members and are

reasonable, and the only free usage is provided to 4H, FFA and OSU. It was recommended that the citizens come directly the Fair Board at the next Fair Board meeting.

There being no further business, the meeting was adjourned at 8:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andi Sexton". The signature is written in a cursive, flowing style.

Andi Sexton, Fair Grounds Manager