

**MINUTES
BAKER COUNTY FAIR BOARD MEETING
OF DECEMBER 17, 2003**

Members Present: Chair Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Andy Barr, Rob Ellingson, Bob Borgen

Members Not Present: Lynn Perkins

Advisory Board Members Present: Nellie Forrester, Dave Noble, Janice Cowan

AB Members Not Present: All present

Others in Attendance: Andi Sexton (staff), Jim Van Duyn, Bill Lee

The meeting was called to order by Chair Ron Rowan at 7:10 p.m.

Approval of Minutes: A motion was made by Dean and 2nd by Andy to approve the minutes as submitted. Motion passed.

Community Center Update: Jim Van Duyn presented to the board the status of the CC project. He presented a preliminary project schedule (i.e., project management – critical path document). Jim identified two critical points that need to be determined: 1., to identify a local entity to be the project administrator, and, 2. to select a grant writer. Jim recommends the formation of a 501c(3), or existing nonprofit entity to manage the project. It was discussed to form a 'Friends of the Fair' Foundation. Jim will contact Marv Sumner of Partnership I to see if it would be an appropriate entity to receive grants on our behalf. Andi will contact Holly Sullens, Randy Guyer, and Michele Kaseberg for their input and ideas. It was pointed out, that June 1, 2004 (item #34) is the date for the 'Decision to Proceed' to be made, yet, Mark Johnson reminded the group that at our previous meeting the board determined that Dec. 31, 2004 would be the drop dead date. Funding and sponsorship are most critical, particularly community buy-in, which would be recruited via the grant writer. There was discussion as to Andi being the grant writer. If Andi was the grant writer it would be a message to the community that the Fair Board is behind the project. Andi is to contact the county personnel office to see if she can be the grant writer for the project. Mark reminded the group that Jim and Tom Hanley are donating their time and services for this phase of the project, but would need to be written into the costs of construction and project management. Their time, to date, as well as Mark's could be used as in-kind contributions. Next month (January) will be the timeframe for selecting a grant writer.

DSL Proposal: Bill Lee of the County Technology Department presented to the board a proposal for bringing the Fair Board onto a DSL line when it is wired to the Extension Building for the Health Department staff (Prevention/Bio Terrorism). Six County staff are housed at the Health Department side of the building, and therefore, the Fair Board would only pay 1/7 (\$150) of the setup fees, whereas the Health Dept. would pay 6/7. The benefits are to have DSL hookup directly to the County. **Dean made the motion and Rob 2nd to hookup the Fair Board office onto the DSL line with the \$150 setup**

fee and monthly service of \$7.00 as presented. Motion passed. The wiring will be completed by the end of January.

Financial Documents: Mark made the motion and Andy 2nd to accept the financial documents as discussed. Motion passed. Discussion included: Working with the Elks next year on agreements regarding the rental of our tables and chairs as well as cleanup of the parking lot area; working with the Church of Christ to increase their workload to include stripping and waxing the floors In the Extension Building, and to deep clean the restrooms once a week.

Action Items:

- A. The board decided to vote for Don Slone as the recipient of the OFA Distinguished Service Award.
- B. To send a letter to Tiny Jones thanking him for his service on the Advisory Board.
- C. To call OFA to find out where the silent/oral/raffle monies are going.

Fair 2004:

- A. **Shrine Events:** Andi shared the work to-date by the BCU Shrine bid committee. Andi submitted a dinner fee of \$7.00 for each of the shrine players at our opening night BBQ to be included in the proposal. We will also have East vs West fun games at the Leo Adler field (recruit youth group to organize). Ideas include: 'Home Run Derby' with a pitching machine; Egg Toss; Dunking Machine.
- B. **Dog Show:** Janice shared plans for the Dog Show on the Green. She would like small bleachers from the board. Does not see a need for lights, since will be a 2-day event. It was recommended that outside vendors be recruited to provide food and beverages, and increase crowd. The Dog Show will be the Tues and Wed prior to Fair Week. Fair buttons will be needed for entrance to the event – or entrance fee.
- C. **Judges Contracts:** Janice shared concern from one judge about low mileage reimbursement. Andi is to meet with other fair managers at the OFA convention to find out what other counties are doing for: mileage, meals, lodging and fees. Andi is to report back at the January meeting.

Home and Garden Show: Mark will Chair the Home and Garden Show committee. Dean, Ron and Rob will also be on the committee. The Show is set for April 30 and May 1st. Andi informed the group that a Gun Show would be going on at the same time at the CC. The group felt this could be a bigger draw for both events, and we should pursue Co-op advertising.

Large Bleachers: Rob is pursuing. Andi is to get cost info, contact info at the OFA Convention and bring it back. Thomas Sale is March 1st. Should have bleachers by then.

New Business:

Boat Show: Ron informed the group that Jerry Endicott would like to have a boat show in March or April at the show barn.

Rob shared his discussion with Jack Cassity regarding equipment in the **Old Armory**. It has not been determined yet what appliances, equipment, etc., will stay with the building, get sold to the public, go to other Armories or get sold to us as first bidder. Rob will also talk with Carol Phillips (OTEC) about the **power meter** that we are paying for. Andi was under the impression it was for the new livestock barns, yet probably a meter over by the Leo Adler field – and not ours.

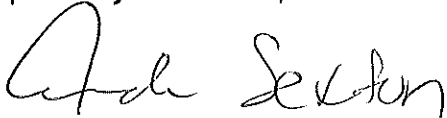
Janice shared wishes of the **Master Gardeners** to beautify the Fair Grounds: east side of Rodeo Grounds fence; around the Green, trees, etc. Carol would like to plant bulbs, perennial shrubs, flowering trees. Some of these items (bulbs) would be ready in time for the Home and Garden Show. It was recommended that the Master Gardeners meet with Andi, and present a drawing of their plans before any plantings take place.

Reminders: The Finance Committee is meeting again tomorrow, Dec. 18, from 2-4pm. Fred Warner Jr., will meet with the group at 3:00 pm. So far it appears the Old Armory will cost \$11,000 annually to run, with a \$50,000 renovation cost. It also appears that the Extension Building costs are exceeding rents, and rents need to be adjusted.

The next Fair Board Meeting will be January 14, following the OFA convention. Andi and Dave will report on the convention.

The meeting was adjourned at 9:30 p.m by Chairman Ron Rowan.

Respectfully submitted,



Andi Sexton, Fair Manager

Happy Holidays to all!