

Baker County Fair Board

Minutes of January 12, 2011

Board Meeting

**Members Present:** Ron Rowan, Dean Defrees, Chris Dunn, Ann Kniesel, Dan Morris

**Members Absent:** Mark Johnson

**Advisory Board Present:** Bob Savage, Corey Parsons, Janice Cowan

**Advisory Board Not Present:** Kristi Harris, Rob Ellingson

**Staff Present:** Colleen Taylor

**Guests:** Bill Harmon

Vice Chair Dean Defrees called the meeting to order at 6:15 PM.

**Public Comment Period:** None

**Minutes:** The minutes to the November 3, 2010, meeting was reviewed. Chris noted that the attendance was incorrect and that one change was to be made to the motion made to approve the minutes. After corrections made, Chris motioned to approve, Dean seconded and the Board passed the motion.

**Financials:** Colleen reviewed the November and December financials with the Board. Colleen pointed out that the property sale money has not been transferred to the board as yet. Ann motioned that we approve the financials and Chris seconded, the motion was passed by the board.

**Correspondence:** none

**OLD BUSINESS:**

**Baker City Bronc and Bull:** The last version of the proposed agreement was reviewed. Discussion was held on the dates noted in section 4 of the agreement; however, the consensus of those present was that the agreement was acceptable. Bob and Bill will present this agreement to the Bronc and Bull Committee on Monday, January 17, at their meeting. Once their committee had approved, then Colleen is to present the agreement to the County Attorney for review.

**West Entrance Construction:** Colleen reported on the West Entrance progress. Five versions of the signage for the West Entrance were reviewed. One proposal was received from Ne-Hi in the amount of \$2,542.33; the other four were received from Oregon Signs. Ann moved that we accepted the fourth rendition from Oregon Signs for the amount of \$1,548.20. Dean seconded the motioned and the motion was passed by the members present. Colleen will contact Oregon Signs for them to proceed. Cory requested that Colleen invoice OSU for the \$500 budgeted toward their sign cost. One light has been installed on the West Wall. The West Entrance and the South Entrance will be the next ones to receive lights. Colleen will contact Powder River Electric to proceed.

**Grandstand Condition:** Mark was not present to report. After discussion, the board requested that Colleen email Mark for the status. If Mark is unable to schedule the walk thru, then Colleen is to let the board know and Chris will contact another contractor. The board would like one of their members, one of the Bronc and Bull Committee members, and the County Commissioner present during the walk thru. We would like to get this completed as soon as possible, so any action needed can be discussed.

**Grant Process:** Ann reported that the Union Pacific Grant request will be reviewed in February. We have been approved by Idaho Power, however, we do not know how much or when it will be awarded. We have received word from Northwest Farm Credit that we were not awarded a grant this year. Ann also discussed the possibility of applying for another USDA grant after we have completed the current one.

#### **New Business:**

**Open Fair Board Position:** Discussion was held on the open fair board position. Ann shared that Cynthia Norton was very interested in the position. Bill Harmon also shared that he was interested in the position. Ellissa Morrison has also showed an interest. The board was very positive about having more than one individual interested in the position. Colleen was instructed to let the County Administration know that we have an opening and to start the process of publication.

**State Conference:** Colleen reported on the Oregon Fair Conference that she and Angie had attended the previous week. Colleen shared that Cliff Bentz had spent Friday evening with our district and stated that worst case would be a 25% cut in the budget. He shared that the new governor is not a strong fair supporter. Budget was a large part of the conference discussion. Oregon Fair Commissioners will be adding a requirement to the annual reporting that each fair must have a minimum of one representative present at the annual conference and the spring conference. This would be a requirement to receive state funding. The importance of making the fair a true community event was a large part of the discussion during conference also. Discussion by the board had several suggestions to help build the attendance of our fair. For the future, the board would like to set up a brain storming session with community members for suggestions on building the fair. Ann suggested visiting with the Chamber and the Bronc and Bull to see if combining the fair with the Miner's Jubilee would be a good move on all partners. Colleen has not been able to secure a carnival as yet. She did visit with the Brian Hansen Band about coming to the fair for Friday evening and possibly Saturday during the luncheon.

**Marketing Plan Progress:** Colleen reported that she has been working with Kevin of Aspen Digital on the marketing plan accepted the spring. Colleen visited with Bill Lee of Technology on the possibility of putting the fair grounds on face book and twitter. At this time, the county's internet access is blocked for those sites and he does not foresee them opening up. There are several internet advertising venues and sites for printed advertising that we are currently unable to access because of this blockage. Ann suggested that we purchase a tower for Colleen's computer, and then the lap top would be available to be on a wireless connection and able to access the advertising venues needed for the fair office. Colleen is to check on the cost of the tower and let the board know.

**Fair Poster & Logo:** Colleen shared the fair poster and logo branding for the fairgrounds with the board. The board would like to see the date a little larger on the poster, however, approved everything else. The branding is another part of the marketing plan also.

**Fair Rental Fees:** The board reviewed the current rental schedule. Dean moved that the hourly rate for the Cockram Arena be changed to \$25.00 and that the hourly rate for the Rodeo Grounds be eliminated and replaced with a half day rent of \$100 if no lights used, and \$200 if the lights are used. Ann seconded the motion, and the motion was passed by the board. No other changes were made to the fee schedule. Discussion was also held that a "Waiver of Liability" be required for any emergency use of the corrals for livestock holding. Colleen is to research this.

**Other Business:** Cory Parsons and Bill Harmon requested to be added to the agenda for the February meeting. They would like to have their committee discuss some possible changes for the beef barn to accommodate the growing beef program. Ann also requested that Bill Taylor be hired as an on call maintenance person while Delo was out with his shoulder surgery. Colleen was concerned about Bill being her husband. Colleen will visit with the County Administration to be sure that it is acceptable. Ann moved that if it was acceptable for Bill to work for the fair board, then we use him as an on call maintenance person, Chris seconded the motion and the board passed the motion.

The next meeting will be held Wednesday, February 2, 2011, 5 PM for budget meeting and 6 PM for the regular scheduled meeting.

Meeting was adjourned at 8:10 PM

Respectively submitted,

Colleen Taylor