

**Baker County Fair Board  
Minutes of January 13, 2010  
Board Meeting**

**Members Present:** Vice Chair Dean Defrees, Rob Ellingson, Mark Johnson, Ann Kniessel, Dan Morris

**Members not present:** Tony Britt and Ron Rowen

**Advisory Board Members Present:** Chris Dunn, Janice Cowan

**Advisory Board Members Not Present:** Kristi Harris, Cory Parsons

**Guest:** Carl Stiff

**Staff:** Colleen Taylor

Vice Chair Dean Defrees called the meeting to order at 6:06 PM.

**Public Comment Period:** None

**Correspondence:** Christmas cards received from Ryder Bros, Best Western Sunridge and Harney County Fair

**Minutes:** Mark Johnson moved that we approved the minutes of November 10, 2009, Dan Morris seconded and the motion was passed by board members.

**Financials:** The financials for November and December were reviewed. Colleen shared that the bills presented the end of December were not paid until the first of January due to the holidays for the Admin Staff of the County. Ann Kneisel moved that the financials be approved, Rob Ellingson seconded, and the motion was passed by the board.

**Old Business:**

**Grants Process:** Ann reported that the Leo Adler Foundation awarded the Fair Board \$30,000 for the West Entrance project. Ann will be preparing a calendar of grant due dates for Mark to help with the preparation of project information for the available grants. Thursday, January 14<sup>th</sup>, Colleen and Ann will be attending the TRTC Meeting with a grant request in the amount of \$4000 to assist with marketing of the Event Center. Ann has also contacted Jennifer Watkins of the Economic Development Committee, however, has not had a response to date. North West Farm Credit's grant process is due the first of March. After lengthy discussion on sign designs, the board requested the NW Farm Credit grant request be for signage.

**Show Barn Sign:** Dean reported that our letters are in and ready to be installed. Colleen to call NeHi to set up a time for installation. Ann and Rob would like to review with Colleen on the placement of the letters.

**Update on move from Old Building:** Colleen reported that the move is complete and the building has been given to facilities for the County. The building has been rekeyed. The Fair Board still has tables and chairs in the garage portion of the building that need to be removed prior to mid-February. OSU will retain storage room in the two small rooms located in the garage. Aramark still needs to remove the cloth towel machines from the restrooms and kitchen. This will be completed next week.

**Rodeo Grounds Electrical Needs:** Discussion was held on the electrical needs of the rodeo grounds. Rob shared a concern that the existing wiring to the crow's nest was not heavy enough for the demand on it and the conduit that contains it may not be large enough to place heavier wire in it. The Fair Board has not received any further information from the Elks Club on their future needs for power in the Arena area. Rob will contact Marv Sumner and Bob Savage to follow-up.

**Community Garden:** Colleen and Dean reported that they did not have any further information. Jimmy of Master Gardeners has been gathering information and has a strong interest in assisting with this project. Colleen is to meet with Jimmy next week to review the information gathered.

#### **New Business:**

**Next Construction Project:** Mark reported that the next step in our Community Event Project will be the completion of the West Entrance. After discussion, Rob Ellingson moved that the Fair Board has Sid Johnson and Co to begin the cad drawings for the West/North Entrances. The drawings to be covered by part of the Leo Adler Grant of \$30,000. The motion was seconded by Ann Kniesel and passed by the board. Carl Stiff, County Commissioner, shared that when the time came that gravel was needed for this project to contact him. He will visit with Ken Helgersen of the road department to request some assistance with the gravel.

**OFA Convention:** Colleen reported on Oregon Fair Convention in Salem. Colleen traveled with Janeen Kressly of Malheur County. This partnership has been good for both fairs financially. Workshops attended were : "Leveraging Social Networks to build Your Audience and the Value of Your Sponsorships", "Keys to Becoming Successful in Sponsorship", "Adult AED & CPR

Reminder" "Bringing the Unusual to your Fair", and "Alcohol on the Fair Grounds". Colleen is currently serving as Alternate Delegate, on Rodeo Committee, and Nominating Committee. The next OFA meeting will be in Madras, April 30<sup>th</sup> and May 1<sup>st</sup>.

**Work Day for Show Barn:** The 2010 project for the Show Barn is the placing of the plywood on the inside of the Show Barn. Rob Ellingson and Delo will begin prep work the week of January 18<sup>th</sup>. Then an inmate crew will be scheduled the first part of February to install the plywood. At that same time, Colleen will request 2 inmates to assist with cleaning walls and repainting where needed in the Event Center. Rob has requested a crew of 4 inmates for his project.

**Beef Barn Work day:** A workday for board members and staff is schedule on Friday, January 22, 2010, at 1 PM. The goal is to clean and rearrange the Beef Barn to make room for the tables and chairs remaining in the old office building. Items suitable for a yard sale will be placed in the old office building for a joint sale with facilities this spring.

**Cultural Grant Request:** This is a joint grant request Colleen is working with Donna Lowry of Powder River Corrections. The grant will request funds for the inmates to construct some metal flower boxes for the north wall of the Community Event Center. The grant is not due till May 1<sup>st</sup>. Drawings of the flower boxes will be presented to the Fair Board prior to construction for approval.

**Open House:** An Open House for the new offices was discussed. At this time the consensus of the board is to wait until the West Entrance is completed.

**Budget Meeting:** Colleen shared that the County would like to begin the budget process and have it completed by mid February. Colleen will begin gathering of budget number needs and have available for the February 3, 2010, Fair Board meeting. County Commissioners have requested that we look at each line item for reductions if possible. Colleen also shared that we may have an additional 10% to 15% in State Lottery Funds again in 2010/2011.

**Other:**

**General Caldwell:** No news or progress has been received on the National Guard. Dean did report that Fred had mentioned that the Guard did not have any money. We do not know if your project is still in the thought process at this time.

**Kitchen Hot Water Delay:** At the current time the hot water has a delay of approximately 4 to 5 minutes to reach the kitchen. Colleen visited with Walter Plumbing and they suggested to

install a hot water recirculation line and pump. This installation would cost \$1,750.00. After discussion, the consensus of the fair board was to not install the recirculation line and pump at this time. Individuals using the kitchen will be requested to let the water run until hot water has arrived.

**Pepsi Machine:** The Pepsi machine located in the meeting room was discussed. The consensus for the board was that the machine was very loud and should be removed to the Event Center or taken completely out. The board felt that we should also change the price so that some of the electricity cost was recouped. Colleen will visit with Pepsi on the changes requested.

**Next Meeting Date:** February 3, 2010, 6 PM, Meeting room of the Community Event Center.

Meeting was adjourned at 7:20 PM

Respectively Submitted,

Colleen Taylor