

**Baker County Fair Board
Minutes of January 3, 2008
Board Meeting**

Members Present: Chairman Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Ann Kniesel, Tony Britt, Robe Ellingson

Members not present: none

Advisory Board Members Present: none

AB Members Not Present: Logan Kerns, Holly Kerns, Janice Cowan, and Donna Lowry

Staff: Colleen Taylor

Others in Attendance: Carl Stiff, Larry Kelso, and Fred Warner Jr

VChair Dean Defrees called the meeting to order 6:10 PM.

Approval of Minutes: Mark moved to approve the November 14, 2007 minutes. Motion seconded by Ann and approved by members.

Financial Documents: Ann motioned that the financials be accepted, Rob seconded the motion and was approved by members. Board advised that budget meetings will begin earlier than in previous years. Colleen shared some concerns about unplanned expenses for the 07/08 year.

Correspondence: Ford Foundation award check in the amount of \$100,000, request from Baker City Odd Fellows Lodge for support to the Youth Pilgrimage

Old Business:

Grants: Ann reported on the current grant applications. The Jeld-Wen grant was submitted for \$60,000 for Phase II (kitchen equipment) and we should be hearing any day on the results.. The USDA grant has been submitted for \$27,600. It was determined that we are eligible. Ann and Colleen will be working with LaDonn to complete the next step in the USDA application. We also qualify for the Collins grant and the Sandhurst (Ash Grove) Grant. The Meyer grant that was submitted for the north entrance to the Event Center has been declined. The OTEC request was also denied, however, Ann will be setting up a meeting with the Manager to discuss a smaller donation.

Board Position: Dan Morris has shared an interest in filling the open fair board position. He will be picking an application up from the County Commissioners and then approval will be completed at the January 16th Commissioners meeting.

Phase II Funds Report: Colleen presented a current funds report for Phase II. To date, \$325,195.80 has been collected. An additional \$57,500 has been pledged and will be received by 1/16/08, bring the funds total to \$382,695.80. Two grants are out for review in the total amount of \$87,683.00. Grant requests for Phase II have stopped until results from those grants have been received. Colleen and Ann will be attending a Grant class at the OFA Convention on the 10th of January to help refine request skills.

New Tables/Chairs: Ann reported that a contribution was received from Rainbow Ranch in the amount of \$2000. Ryder Bros is ordering sample tables and chairs for us to look at also. The bid process for the tables will be started so that they will be available for the first function in the Event Center in March.

Excess Equipment: Colleen reported that Jason Yencopal visited and is putting together a yard sale for our excess equipment and other equipment that the County has. Jason hopes to complete the sale the end of January.

OFA Convention: Colleen and Ann will be attending the OFA Convention on January 10-13, 2008, in Salem. Colleen and Ann will be leaving on Thursday and plan to attend the Grant Writing Seminar that afternoon in Salem.

Rodeo Grounds update/OTEC poles: Colleen reported that OTEC has located two new poles for the grounds and will deliver them to the Rodeo Grounds. Rodney Rodgers will be trying to locate one more. A time set those poles will be set in the spring.

New Business:

Chamber of Commerce Dinner: The Baker County Fair Board will be decorating a table for the Chamber dinner. The Dinner will be on January 19th.

Final Bill/Andi Sexton: The final invoice for the grant-writing contract from Andi Sexton was received in the amount of \$2,500. Ron requested Colleen to write a letter of appreciation to Andi and to acknowledge the final payment.

Phase II :

Budget Review: Initial Bids from Contractors reviewed and effects on budget. The initial budge amount of \$386,278 needs to be adjusted to accommodate an increase to \$542,673. Mark motion to proceed with Phase II with the project dollars of \$386,278 and the remainder moved to a Phase III. Ann seconded the motion and the motion passed with the vote of the board members.

Contractor Bids Intent to Reward: After lengthy discussion of the bids received, board members approved to start contracting or contract negotiations with low bidders w/exception to the cement demolition. Motion was made by Mark and seconded by Tony. Board members approved to award the cement cutting to A-Core Cement Cutting. Concerns were experience with the type of cutting needed and over cutting that was proposed. County Commissioners to approve bids for Acore, Sid Johnson, and 4-Seasons at the working session Wednesday, January 9,2008. Remaining bids to be approved at the regular Commissioners meeting January 16, 2008.

Timeline: Plan to begin cement cutting the 10th of January.

Other: The next scheduled board meeting will be February 6, 2008 and 6 pm.

Respectively Submitted,

Colleen Taylor