

Baker County Fair Board

Minutes of July 10, 2012

Board Meeting

Members Present: Dean Defrees, Ron Rowan, Mark Johnson, Cynthia Norton, Chris Dunn

Members Absent: Ann Kniesel

Advisory Board Present: Bob Parker

Advisory Board Not Present: Janice Cowan, Carl Stiff, Rob Ellingson, Terri Siddoway

Staff Present: Angie Turner, Colleen Taylor

Staff Not present: none

Guests: none

Ron Rowan called the meeting to order at 6:15 PM.

Public Comment Period: none

MINUTES: The minutes to the June 6, 2012, were reviewed. Dean motioned that the minutes be approved, Mark seconded the motion and the motion passed.

FINANCIALS: The financials for June were reviewed. Colleen shared that the Admin fee for the general expense account (251) had been taken in addition to an admin fee was taken from the construction account (351). Colleen reported that she had emailed Fred to see if the admin fee taken from the 351 account can be reclaimed as those funds are grant funds not general funds. The taking of an admin fee from grant funds will affect receiving future grant funds and can be a cause for grantors to request the return of the grant funds. Mark moved that the financials be accepted, and the motion was seconded by Dean. The motion was passed by the board.

Correspondence: Colleen shared a letter written to Blum's Backflow Testing informing him that the Fair Grounds office will not be using his services in the future. A promotion participation request from KCMB was also shared. The promotion is "The Great Baker City Adventure". The station will hide a piece of "Gold" in Baker County. One each week! Your business will be featured as the "Business of the Day" once during the promotion As a sponsor you will receive 20 -:30 second on 104.7 KCMB & 99.9 The River each month, PLUS your business will get hundreds of name mentions, valued at over \$1200.00 The promotion will kick off on Monday July 23 and continue through August 24. All for just \$149.00 a month for 2 months plus a \$25.00 gift certificate. After discussion Dean moved that we do the promotion and Chris seconded the motion. The board amended the motion to have a \$25 voucher at the 4-H Food booth during the fair is our promotion item.

OLD BUSINESS:

Grant Request: Moved to next meeting, Ann was absent.

Fair Board Opening- Cynthia and Angie shared that they had visited with Ryan Preuitt and he has expressed interest in the position. Ryan will be attending our meeting tonight, however, will be after 7 PM. Angie will get a fair board application form to Ryan. Larry Levinger had also expressed interest; however, he has not completed an application form as yet.

Event Center Sound System: Three contractors from the Boise area are interested in bidding on the sound system. Colleen has mailed the RFB to Audio Solutions, Data Projections, and AATRONICS, INC. Data Projections will not be able to attend the site review on Thursday, however, is comfortable with the information given and will be placing a bid. Mark cautioned on looking at bids that may want to change the design of the study. The site review will be Thursday morning at 10 AM. The goal is to have the sound system installed by September 1, 2012.

Webpage/Face book: Angie has seen the traffic on facebook picking up. Events are being added weekly. Phil from Baker Economic Development has sent a sample of the web page design for us to review. The board will take a look at it following the meeting. Another training is being schedule with Phil on updating the webpage and launching the new webpage. The goal is to have our new webpage linked to the old for ease of movement for those that go to the old webpage.

Fair Preparations: Colleen and Angie reported on the fair progress. Sponsorship is going great. To date we have \$7,203 in in-kind and \$9,080 in cash for a total of \$16,283. Work is going on currently to increase the vendors for the fair. The grounds are in good condition. The new beef ring from Behlen is to be picked up in the next two weeks. The gravel work on the back of the Cockram Arena has been completed and has taken care of the water drainage. The new scale is in place and the large scale has been moved to the beef barn. Certification should be in the next two weeks. A letter has been sent to the Babe Ruth Association to obtain use of the Leo Adler Field during fair. Friends of the Fair dinner is moving along. Some additional names for invitations were suggested. Angie will be mailing out the additional invitations this week. Fair Family names were discussed. Board members were asked to think for families to nominate. Dan Warnock will be cooking the meat and Tyler Brown will be here with beverages. The board was asked to think of new ideas for the fund raiser rather than the pie auction for future dinners.

Bronc and Bull Committee: Colleen reported for Bob Savage that the reinforcement of the announcer's stand has been completed. They have also reinforced and increased the size of the video board holders on top of the announcer's stand for the new video screen that they will be using. Colleen did remind Bob that the reinforcement for the video screen was for their event and not necessarily for the fair grounds. The volunteers will be replacing some seat boards in the grandstand in the next few days. The portable bleachers will begin coming in this week also. Tony Britt will be moving dirt from the front of the chute gates for ease in opening them. The Fair Grounds maintenance staff has mowed all the weeds in the corrals and has cleaned under the grandstand. There are weeds in the parking area as yet, and we will try to work on them if time allows.

General Caldwell: Dean reported that he had not been able to visit with Fred as yet on this.

MOU with County Commissioners: Colleen reported that she was waiting on Fred to work on this also.

NEW BUSINESS:

Fair Manager Job Description: The board reviewed the final copy of the Fair Manager Job Description. Mark motioned that we accept the description and suggested starting pay grade of 9. The motion was seconded by Cynthia, and passed by the members. The board requested that Colleen send the description to Heidi for the Human Resources department.

Future Fair Board Meetings: Discussion was held on the continuation of a meal at fair board meetings. Board members felt that they would like to continue with the meetings beginning at 6 PM and the meals.

OTHER: none

Mark Johnson moved that the meeting be adjourned at 8:30 PM. Dean seconded the motion and the motion was passed. The next Fair Board meeting will be, Wednesday, September 5, 2012 at 6 PM.

Respectively submitted,

Colleen Taylor