

BAKER COUNTY FAIR BOARD
Minutes of March 8, 2007
Board Meeting

Members Present: Chairman Ron Rowan, Vice Chair Dean Defrees, Rob Ellingson, Andy Barr, Ann Kniesel, Tony Britt

Members Not Present: Mark Johnson

Advisory Board Members Present: Janice Cowan

AB Members Not Present: Donna Lowry

Staff: Andi Sexton (Grant Writer), MaryLynne Evans (Fair Mgr.)

Others in Attendance: Michelle Paoletti and Melissa Hannan, Leadership Baker; Logan Kerns, Farm Bureau; Carl Stiff, County Commissioner

Chairman Ron Rowan called the Meeting to order at 6:12 pm.

To accommodate guests two items were taken out of order.

V. OLD BUSINESS – Item a. Building of horse stalls, Michelle Paoletti and Melissa Hannan, Leadership Baker - Melissa Hannan prepared a hand-out that depicted the estimated cost of the project (\$9,043.10) and amount raised to date (\$8,363.36) for the horse stalls. That hand-out also contained quotes for materials and information on the stalls themselves. The Chairman complimented them on their fund raising and how far they have come. Michelle mentioned they might use the older (high school) 4-H members to assemble the stalls. Board members mentioned several sources to assist with the building. Ann had specifically mentioned the shop class at Baker High School. Since the Board committed on taking care of the building permit at the June 28, 2006 Board Meeting Tony and Rob agreed to will pursue at the request of the Chairman. The target time for completion is the end of May. This will be in time for the Wacky Wibbon Show, scheduled for May 26th. Rob Ellingson pointed out that the figures for lumber do not reflect total lumber costs.

VI. NEW BUSINESS - Item b. Farm Bureau role in up-coming Fair, Logan Kerns, representing Farm Bureau- Logan told the Board that they, as an organization, want to get more involved in the fair. He said they had discussed the probability of an AG Olympics for example. He also mentioned a buyer appreciation picture for the paper as well as participating by having a booth. Their next meeting is scheduled for April 12, 2007 at 6:30 p.m. Ann and Andi will meet with them to discuss specific events. It was pointed out by Andi that any events that need to get into the premium book need to be confirmed by end of April for the May publication.

II. Approval of Minutes: Rob had made some corrections to the February minutes as needed. He had inserted the specific correction marked in red for staff. Staff will use those corrections as accepted minutes to that meeting. Specifically, those corrections are follows::

V. Old Business Items a. and b. 7th line down Mark, and not Jim Williford, stated it could be a couple of years before all was settled. Correction was made to in line 10 to insert the first name Jim in place of Mr. Line 15 an insert of information was made. "Fred Warner, Jr., mentioned that unless there was money from the State he didn't feel the Board has ability to negotiate with OMD." The last item on page 4, (reference, Mark up-dated the Board regarding a sound system and acoustics for the Old Armory), the motion was corrected to read, "A motion was made by Dan and 2nd by Rob to go forward with the acoustical panels and canopy for the old armory." **A motion was made by Ron and 2nd by Ann to accept the minutes as submitted with the necessary corrections. The motion passed with all in favor.**

III. There was no public comment

IV. NEW BUSINESS - Financial Documents - There was several corrections on the documents submitted. Specifically, Andi's payment for \$800.00 was listed in both the 251 and 351 report. The 251 report was corrected and the total was changed to reflect the correct total. It was verified that Andi was paid out of the proper fund (351). Ann noted a incorrect number in the rental sheet (Blue Mt. Dog Club). That did not effect the total. It was recommended that the original Excel formulas be reinserted in the document so the totals can be verified. **A motion was made by Rob and 2nd by Ann to accept the financial documents with the corrections as discussed. The motion passed with all in favor.**

V. OLD BUSINESS

Items a. Report on State Funds, Andi Sexton. A meeting was held with Cheri Davis, representing the Governor's Office. Attendees included Fair Board members: Ann, Mark, Rob, and Mike Rudi, of the Baker Chamber. Ms. Davis mentioned possible funds from the State Parks Department to develop the corner lot. Cheri said she would talk with other department within the State, including the Parks Department, to see if there are any appropriate funds for the Community Center. Andi asked about the Oregon Economic Development funds (Community Block Grant) which has funds dedicated to Community Centers. Ms. Davis said the grants are only accessible to communities with 51% of their population in the low-income bracket, and recommended that we research to determine if Baker qualified. Andi shared with the Board Members that the County itself is applying for a Community Block Grant for a housing project (an announced in meeting section of both local papers) and therefore, most likely two grants would not be accepted from our area since she doesn't feel Baker qualifies as a low-income community. The meeting appeared to be more of a courtesy call and only lasted 20 to 30 minutes

After that meeting Mike Rudi from the Chamber suggested they attend a TLC meeting at 1:00 p.m. March 12th as well as a County Economic Development meeting scheduled Tuesday, March 13th at 1:00 p.m. Both Andi and Ann will attend those perspective meetings.

Rob said he may have to follow-up with Danny Santos to get their earlier conversation back on track.

Ron asked Andi about the Ford Family Foundation Grant since the \$10,000 received from the Northwest Farm Credit Service were tied to receipt of that grant. Andi has been recently informed the grant application will only be accepted on-line. This is a new format. The application instructions said non-profit which was a change. Andi will follow-up. At that time both Ann and Andi impressed upon the Board the Blue House property needs to be sold so they can access the Leo Adler grant funds. Ron felt the Board needs to look at the original lease agreement and revise where needed. He felt unless the Board moves forward everything will remained stagnate. This caused additional discussion that resulted in the following:

Stage One plan:

A.) Sell Blue House	\$80,000 (estimated)
B.) Obtain Leo Adler Grant	70,000
C.) Ash Grove Grant	10,000
OSU funds for kitchen	22,000
351 Funding	<u>30,000</u>
	\$212,000 total to proceed with the kitchen and bathroom renovation to the Old Armory

A motion was made by Rob and 2nd by Ann to sell the blue house property for the match to the Leo Adler Grant. The motion passed all in favor.

Stage Two Plan "Land Trade" is as follows:

- A.) Go back to original Land Trade Agreement and determine value of the \$ of difference. Settle inequity with value and titles of things not in original appraisal.
- B.) Additional add ons:

- a. Corner lot (stay off the table)
- b. Motor Pool area (not worth the fight)
- c. Extension Bldg. Lot (YES)

It was noted Military has not reimbursed costs for asbestos removal or the sidewalks per their agreement.

Ann mentioned the first thing that must be done is to find out the County procedures to obtain a realtor to sell the house. **Andy made a motion to go through Howard Britton Realty to sell the house since he has shown interest in the fair and may provide a better deal. The motion died for lack of a 2nd.** Ann was directed by the Chair to obtain the information from the County.

Ron said he would ask Mark to put the assignment of North entrance of the Old Armory aside and to assist us in going over the evaluation of the property to formulate a proposal to OMD regarding the sale of the property.

Item d. Update on tractor – Rob Ellingson - Rob reported he will get bids to obtain the tractor. He estimates it will cost \$20,000. He recommended a new tractor be purchased since a used one is about the same price. There was a discussion regarding the horse power needed and other specifics. Rob will have the bids in April.

VI. NEW BUSINESS

Item a. Community Ctr. Facility/attract conventions – Mike Rudi, Chamber President – Mike Rudi was unable to attend the meeting. Ann reported the Chamber is in full support of getting the old armory completed. He had given a few recommendations which was mention in the Old Business item a. Specifically, attend the TLC meeting on Monday and the County Economic Development Meeting on Tuesday, March 13th at 1:00 p.m.

Item e. Purchase of 7 six foot tables - Janice Cowan said the Baker United Methodist Church was selling used 6 ft. long tables to get new ones. She had 7 held for purchase. They are \$5.00 each. **Ron made a motion to by the seven tables at \$5.00 each Rob 2nd the motion. The motion passed all in favor.** Staff was directed to pay the invoice for \$35.00. Rob and Delo will make arrangements to get the tables.

Item c. Fair Board appointment, term, renewal and elections - Ron reported the appointments of Andy Barr, Rob Ellingson and Mark Johnson expire on May 1, 2007. He asked the members if they would remain on the Board. Andy Barr and Rob Ellingson agreed to be reappointed. Mark Johnson was not present at the meeting, however it was determined from prior conversations he also would remain on the Board. Ron asked Logan Kerns if he would consider serving on the Advisory Board. He agreed and suggested his wife Holly also serve. That was agreed to by the Chairman. Janice Cowan's term will also expire May 1st. She agreed to remain on the Advisory Board. Staff will take care of the logistics of the reappointment and the appointments.

Item f. Recognition of Leadership Baker for fundraising success – Andi Sexton - Andi said she would like to have the Leadership Baker group recognized for their hard work. With some discussion Ron directed Andi and Ann to facilitate the format in which they felt most appropriate.

Item d. Office Structure/Staffing Plan - Ron reported to the Board MaryLynne will be leaving the office because of family needs and Ann will act as an interim Fair Manager to get this year's fair underway. She was thanked by the Board for "stepping up" and assisting. Ann's first day will be March 12, 2007 and MaryLynne last day will be March 15, 2007.

VII. OTHER - None

The meeting was adjourned at 7:40 p.m.

The Chairman Called an Executive Board Meeting to discuss the Fair Manager staffing. This meeting was called to order at 7:41 p.m. Staff gave Ron a resume that was delivered to the office. The resume was reviewed by the Board. Additionally, Ann reported she knew of someone well qualified that was interested in the position. Ann will check with County Personnel to get the specifics on hiring. The board agreed to target June 1st for the new fair manager to be on board.

The meeting was adjourned at 7:50 p.m.

Next Scheduled Meeting: April 4, 2007 at 7:00 p.m. at the Extension Bldg.

Respectfully submitted,

MaryLynne Evans, Fair Grounds Manager