

BAKER COUNTY FAIR BOARD
Minutes of May 11, 2005
Board Meeting

Members Present: Chair Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Rob Ellingson, Bob Borgen, Andy Barr, Ann Kniesel

Members Not Present: none

Advisory Board Members Present: Janice Cowan, Mary Ellen Anderson

AB Members Not Present: Dan Peters

Others in Attendance: Andi Sexton (staff), Commissioner Dr. Carl Stiff

The Meeting was called to order at 6:10 pm by Chairman Ron Rowan

Approval of Minutes: A motion was made by Rob Ellingson and 2nd by Dean Defrees to accept the April 6 minutes as submitted. Motion passed with all in favor.

Financial Reports:

A motion was made by Mark Johnson and 2nd by Rob Ellingson to approve the financial reports and bills with the following recommendations: 1. To move the Friends of the Fair raffle expenses from the Fair Board expenses to the Friends of the Fair, 2. For Andi to talk to Fred about the 90,000 transfer from the General Fund to the 351 account, which still has not occurred, even though Andi has requested it through Christina on three separate occasions. **Motion passed with all in favor.**

OLD BUSINESS

National Guard/Old Armory Issues: Lead & Asbestos Survey: Mark reported that the survey has been completed and the report did find asbestos in the tile floors. Mark's recommendation is to get rid of it. The other issue is the pipe. Mark's estimate is our costs would be \$10,000 for abatement. We should put the abatement work out for bid.

Architect: The architect is putting together the elevations. We should have the drawings in two weeks – which are design drawings. **Access Sidewalk:** Carl will talk with Fred to see what communication has occurred regarding the sidewalk. **Extension Building Property:** The property that the Extension Building is sitting on is being contested by the OMD. The Fair Board does not believe the Extension Building is in the OMD original agreement, no documentation can be found. The consensus of the fair board is that these issues fall into the lap of the County commissioners to negotiate an agreement between the OMD and the County to resolve the issues. **Dean made the motion to write a letter regarding the sidewalk issue to the OMD and carbon copy it to the Commissioners. Rob seconded the motion – which passed with all in favor. Dean also made a motion to write a letter to the commissioners regarding our partnership issues with the OMD. Rob seconded again. Motion passed with all in favor.**

Grant Writing Updates: April 25 Meeting with Mary Jane Guyer & Peter Ellingson of the Oregon Community Foundation: Ron reported on the meeting that was held to

review our grant application to the Oregon Community Foundation. Mary Jane had several recommendations: 1. To pull the application and revise it with emphasis on our cultural importance; 2. To request \$25,000, not \$110,000, 3. To focus on the exhibit hall, not all the details, and 4. To recruit more community and corporate partners. The next cycle of the Oregon Community Foundation applications are due in July. Andi is to implement the recommendations and resubmit the application.

Friends of the Fair: Ann shared the response from having the booth setup at the Home and Garden Show. We raised \$191.98, with the raffle and donation jar, yet no interest in folks becoming members. Ann's concern is how do we develop enthusiasm? Next step is to have a public meeting with invitations going out. Suggestions included having this tied into the Fair, since everyone keeps the first week of August as time for the fair – it is our placement in the community. Other recommendations are to have brochures at Oregon Trail Livestock, DMB, to the 4H clubs and 4H Association and have KCMB help with public service announcements. Mary Ellen recommended having a 'WANTED' poster for Friends of the Fair. Also, recommendation is for Baker City Herald to have a Friends of the Fair feature.

Leo Adler Field Management & Maintenance Agreement: Dean moved we resubmit the agreement with Babe Ruth/Little League Association with the following edit: **strike out the *and with Babe Ruth/Little League Association* from the last paragraph on page 1, in regard to scheduling other events for rent by outside parties. Mark 2nd the motion. The motion passed with all in favor.** Next step is for the agreement to back again to the commissioners.

Show Barn improvements: We need about \$5,000 to make the wood paneling improvements to the walls in the show barn. General consensus is these dollars would have to come from a grant.

Department Head Budget Retreat: The Fair Board's request for \$50,000 for the old armory project and an additional \$40,000 for the operating fund was turned down in the department head budget retreat. Fred announced that the Halfway Fair folks are requesting \$50,000. The next step in the process is to go before the budget board during the budget hearings on May 24 & 25th. Andi is to request our time on the Agenda be May 24th in the afternoon. Those that can attend are asked to come to the Fair Office at noon to help review our presentation to the budget board.

Recap of Home and Garden Show:

Andi shared the preliminary results of the Home and Garden Show. Attendance was 657 adults for both days, a total of 28 paying vendors and the bottom line is a profit of \$1,368.61. Vendors that attended were pleased with the show and recommend making Saturday shorter. It rained on Saturday, which may have kept some patrons away. Everyone was in the show barn due to the asbestos issue in the Old Armory, as well as logistics.

NEW BUSINESS

County Facilities

Jason Yencopal, the new Baker County Facilities Director, came to the meeting to find out if the board had any maintenance or facilities needs that his department could help with. He was not certain what the cost of the services would be, or staff availability, yet, he recommended that the board submit to him a wish list of projects or work needing attention.

Facilities & Safety Issues:

Ann Kniesel shared her concerns regarding the usage of Fair Grounds owned equipment (tractor, ladders) by renters, as well as liability issues or damages caused by renters and in-kind renters. Several examples were discussed with the usage of the Show Barn area by Wayne Lewis of the Shrine club. Damage was caused to the Show Barn interior insulation, and Wayne helped himself to the tractor, took home the key and tried to drive the fork-lift. Consensus from the board is to have County Council review our rental agreement and make recommendations on appropriate deposits, paying for damages, and no usage of equipment. It was also recommended that we will always have one of our maintenance men onsite during events to operate equipment and help as problems arise.

Events: Revisit Purpose

Andi asked the board to revisit their mission to see if the Oktoberfest and Home and Garden Show are achieving part of the mission, and if they should be dropped. The consensus of the board is the events do offer educational opportunities, are great for the community, and if providing income, we should keep them. Ron mentioned it was a good idea to revisit the mission occasionally to make sure we are on track with projects.

Fair 2005 – Schedules, etc.

Janice shared with those in attendance that Safeway will do the Friday morning breakfast this year, but it will be their last year due to the Cattlewomen's breakfast on Saturday. The folks at Safeway are not pleased with being moved to Friday due to the Shrine events.

Demo Derby 2006

The Thunder Mountain Raceway group wants to reserve the Friday evening of Fair next year for their demo derby and have requested a letter be sent confirming their reservation. Last year their event was not during fair, and it had a very low turn-out. This year, the Cattlemen's Association reserved the arena first, and the Demo Derby folks want to make sure they are part of next year's fair. Consensus was that it is fine to send a letter of confirmation.

Meeting adjourned at 8:30 pm.

Respectfully submitted,
Andi Sexton, Fair Grounds Manager