

**BAKER COUNTY FAIR BOARD**  
**Minutes of November 30, 2004**  
**Board Meeting**

**Members Present:** Mark Johnson, Dean Defrees, Rob Ellingson, Ron Rowan, Andy Barr, Bob Borgen

**Members Not Present:** all present

**Advisory Board Members Present:** Janice Cowan

**Advisory Board Members Not Present:** Nellie Forrester

**Others in Attendance:** Andi Sexton (staff), Dr. Carl Stiff (Commissioner), Ann Kniessel, Dan Peters and Mike Ferguson

The meeting was called to order at 7:05 pm by Chairman Ron Rowan

Introductions were made, and prospective Board members, Ann Kniessel and Dan Peters were asked to give an introduction about their interest in being board members. Mr. Peters gave an extensive history of his past – including communities he has lived in and the various jobs he has held. Overall, he is interested in the Fair and being able to help in any way he can. Mrs. Kniessel shared her participation in the Oktoberfest events – being a volunteer and having recruited additional volunteers to assist with the school tours, as well as the Kiwanis' club assistance in the concession portion of the Blues/Brews/Brauts festival. Mrs. Kniessel said she has had such a wonderful time the past two years at the Oktoberfest, and now that she is retired, she is interested in becoming a board member and learning about all the other facets of the board. Both were welcomed to stay for the entire meeting and thanked for their interest in serving on the board. Mr. Peters stayed for most of the meeting and Mrs. Kniessel stayed for the entire meeting.

**Minutes: Andy made the motion and Dean 2<sup>nd</sup> to approve the minutes of November 3. The motion passed with all in favor.** Comments captured: For Andi to follow-up with the Cooke's of Eagle Cap Nursery to shore up the water fountain RR ties, and to see if the fountain needs to be winterized. Also to see if it has a warranty – ideally a 1-2 year warranty is desired.

**Financial Documents:** Having reviewed the Road Department's detailed invoice, which was not submitted with the original bill, Rob recommended paying the County Road Department bills which together total \$3,529.51. The bill paid to Cooke and Emile for \$377.25 was questioned. It was asked if the amount was the full price for fixing the show barn leak, or if it was an adjusted price. This is the 2<sup>nd</sup> time the roof has leaked and Cooke & Emile did the original work – which should have been under some sort of warranty. Mark Johnson said he would work with Cooke and Emile on the bill. Extension Building Utility Bills: The electrical bill is more than double the previous month. Rob said he would visit with the New Directions staff to see how they are managing their utility usage. **The motion was made by Rob and 2<sup>nd</sup> by Dean to pay the bills. The motion passed with all in favor.**

## **OLD BUSINESS**

### **Ground Lease:**

Rob presented a copy of the National Guard's most recent construction and landscape plans. The parking lot will not be paved until spring. It was discussed that barricades are needed to block off any obstructions that would be hit by vehicles. There was some discussion of liability, and Rob suggested that the Building Dept. be the entity to list any concessions. Our access to the new Fair Grounds facilities off of East Street has been eliminated. There is no walkway or sidewalks. It was discussed that we desire, at the very least, pedestrian access from the parking lot to the new facilities. The property lines on the plans show the Extension Building as part of the National Guard's leased ground – which differs from the Fair Board's understanding of the agreement. Fred Warner, Jr. is hoping to get a meeting with Colonel Caldwell in Salem next week and all of our issues will be presented. Mark Johnson said he would also attend the meeting on behalf of the Fair Board. We would also like to find out when we can have access to the Old Armory to begin the A&E portion of the Old Armory Project.

### **Leo Adler Field Maintenance Contract:**

The board reviewed the draft that Andi put together. Edits were presented at this board meeting. Next steps: To incorporate the edits, send the document out again for review, and then send it to Fred Warner, Jr. Rob commented that the sprinklers were blown out by Julie Paxton's husband.

### **Grant Writing Updates:**

We were awarded \$42,800 from the Leo Adler Community Fund. A thank-you letter was drafted and signed at this meeting. The letter to Ash Grove should also contain more detail of monies rec'd to date from other entities. Andi will revise the letter. We have not heard from the M.J. Murdock foundation yet. It was recommended by Janice to contact the foundation and let them know about our recent awards. It was suggested that we contact Lorie Harvey to see if Idaho Power would be a potential grant source. Andi is also working on a Jeld-Wen application via Amerititle.

## **NEW BUSINESS**

### **OFA Convention:**

The dates for the 2005 convention are Jan 7, 8, and 9. Rob and Mark have indicated they would attend. Andi is to get them the registration materials.

### **Community Center Corner Lot:**

It was recommended that we table discussion regarding the corner lot until we learn more about the National Guard's plans and potential partnerships.

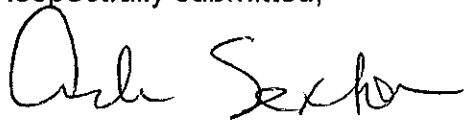
**Jan. 14 Master Plan Presentation to BCU Friday Forum:** Dean, Mark and possibly Ron will attend the Jan. 14 meeting with Andi to make a presentation on our Master Plan and the Old Armory project. It was recommended that Andi combine the Old Armory brochure with the Master Plan brochure so one document is in circulation and there is less confusion.

**Old Armory A&E RFQ:** Mark said he needs more information from Colonel Caldwell before sending out the RFQs. He estimated the documents would go out sometime in December.

**Meeting Time Change:** It was decided by the entire board to change our beginning board meeting times to 6:00 pm. This will take effect at the January 5 meeting.

The meeting was adjourned at 9:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andi Sexton". The signature is fluid and cursive, with the first name "Andi" and last name "Sexton" clearly distinguishable.

Andi Sexton, Fair Manager