

**Baker County Fair Board
Minutes of September 12, 2007
Board Meeting**

Members Present: Chairman Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Tony Britt

Members Not Present: Andy Barr, Rob Ellingson, and Ann Kniesel

Advisory Board Members Present: Donna Lowry

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

Staff: Colleen Taylor

Others in Attendance: Cory Parsons, Carl Stiff, and Andi Sexton

Vice Chair Dean Defrees called the meeting to order 6:05 PM.

Correspondence: none

Approval of Minutes: Mark moved to approve the August 20, 2007 minutes. Motion seconded by Dean and approved by members.

Financial Documents: Mark motioned that the bills be paid, Dean seconded the motion and was approved by members.

Old Business:

Grants: Discussion held on current grants in the works. Ford needs to show all funds available by 11/14/2007 to release the \$100,000. We have received notification that the \$10,000 from Farm Credit is available and a letter from Oregon State show that the \$22,000 is available. Ann is working on gathering the remaining documentation. The Leo Adler Grant deadline is October 1. Source of matching funds are needed prior to submitting this grant. Colleen shared that OTEC will be meeting on the 25th to look at a request for the matching funds to purchase tables and chairs. Ann and Colleen will prepare the Leo Grant and submit. The Meyer Memorial Grant is not available till the 17th of September. Ann and Colleen will pull that grant and begin it for the fund to finish the North entryway to the new Event Center. Colleen shared that they had met with USDA and have prepared a grant requesting \$27,000 for Phase II. This grant will be submitted prior to Sept 25, 2007. Determination of eligibility could take up to three months and then the second round of application would need to be completed.

Farm Credit Grant: Farm Credit Grant Funds are now available. They would like to have a PR moment at the presentation of the check. Colleen is to contact the Record Courier and the Baker City Herald on the process and if we can have this put in the paper.

Grant Writer Invoice/Contract: Discussion held on the contract and invoice with Andi Sexton. Andi presented a new contract for the board review. After lengthy discussion the board moved that Ron visit with Andi and share that the remaining \$5,000 of the

Invoice for the Ford Grant be paid in the following manner: The first \$2500 would be paid when the \$100,000 was received from Ford and then the remaining \$2500 to be paid when all administration was completed by Andi. Andi was to consider this and reply to Ron on acceptance of the conditions by Sept 21, 2007. Motion was made by Mark, and seconded by Dean. Ron to call Andi on Sept 13, 2007. Dean motioned that all future grants be prepared in house. Motioned was seconded by Tony and passed by members. The new contract presented by Andi to be kept on file for the future consideration.

Board Position: Tony suggested Kirk and Michelle Scoilacci of Haines. They recently purchased the Heritage ranch in Haines. Ron is also visiting with Corey and Chris Gyllenberg. Ron and Tony to follow-up with each other and report at the October meeting.

Rodeo Grounds Repairs: Colleen reported that the Insurance Adjustor for Superior Towing visited the grounds to look at the entry damage during the demolition derby. Haines Stampede is still working on getting OTEC to replace the entry for us also.

Parole & Probation: Parole & Probation will take occupancy on the 17th of September in the extension building. Colleen presented a draft of the lease agreement. Some changes noted on the agreement. Changes will be made and presented for signatures to the County and the Sheriff. Rent has been set for \$1000 per month and verbally agreed upon.

Phase II update: Mark reported that the plumbing and drywall has been demoed. The Inmate crew took 4-days in getting that done. Colleen to get a cash flow projection to Mark for funds on Phase II. After funding discussion, motion made by Dean to begin Phase II bid process. Motion seconded by Tony and passed by members. The proposed design for the kitchen reviewed and approved. Lengthy discussion held on how to supervise the project. Make would like to have the county hire a Superintendent for the project with an income of \$25 @ hour. Colleen to check with Fred and Debbie on how we could accomplish without putting out for bid.

Old Armory Name Assignment: Discussion held on the name we would like to use for the Old Armory. Motion made by Dean that the name be "Baker County Event Center". Motion was seconded by Mark and passed by members.

New Business:

General Caldwell Meeting: Mark reported on the meeting with General Caldwell as very positive. General Caldwell committed to reimbursing us for the \$9135 spent on the asbestos removal. Positive discussion was held on the possibility of a deed swap, the difference in the appraisal of property values involved in the deed swap, and the possibility of the exchange on the motor pool area. General Caldwell felt the climate in Salem was in our favor to get this completed. Carl Stiff volunteered to follow-up with Fred on whether the formal letter on the appraisal differences was sent to General Caldwell for his files.

Revamp Mission Statement: Discussion was held on the existing mission statement for the Fair Board and changes that may need to be made for the changes that are in our future with the completion of the Event Center. The current Mission statement is: "The mission of the Board is to enhance countywide educational and cultural opportunities available a the fair grounds with emphasis on youth and agriculture." Board agreed that some changes need to be made to included a broader scope of events. Ron, Ann, and Colleen to work on the statement and report at the next meeting.

2008 Fair Date: Donna Lowry shared a request from the 4-H Leaders that we formally make the fair dates the First Full week of August each year. Motion was made by Mark and seconded by Dean and approved by the members.

Rental Schedule of New Building: Current rental schedule was presented to members. The Board requested that Colleen research rental fees at other event centers and Fair grounds for comparison and review at the October meeting.

Mark moved that the meeting be adjourned at 9:00 pm, motion seconded by Dean and passed by members.

Next meeting to be held on October 3, 2007, at 6 pm.

Respectively Submitted,

Colleen Taylor

Attached Documents:

Andi Sexton contract
Proposed contract for Andi
New Kitchen Design