

BAKER COUNTY FAIR BOARD
Minutes of Sept. 13, 2006
Board Meeting

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

Members Not Present: Ann Kniesel, Tony Britt

Advisory Board Members Present: none

AB Members Not Present: Bob Borgen, Mary Ellen Anderson, Janice Cowan

Others in Attendance: Andi Sexton (staff); Cory Parsons (OSU Extension)

The Meeting was called to order at 6:16 pm by Chairman Ron Rowan.

Approval of Minutes: A motion was made by Dean and 2nd by Mark to accept the minutes as presented. The motion passed with all in favor.

Financial Documents:

A motion was made by Mark and 2nd by Dean to accept the financial documents as presented. The motion passed with all in favor.

Discussion regarding Elkhorn Electric Bill: The board discussed the \$1,213.31 bill from Elkhorn Electric for repairs to the new beef barn. This issue was brought to Doug's attention after the 2004 and 2005 Fairs but repairs were never made (blow dryers causing circuits to blow). At the time of construction, Doug's labor rate was \$55/hr, and the board agreed that this is the amount they will pay since the problem was first brought to his attention shortly after construction. Andi is to write a letter to Doug McCulley documenting the reason why we are paying the bill at a labor rate of \$55/hr versus his listed \$65/hour. In the letter Andi is to list Rob Ellingson as a contact since he is the one who worked with Doug.

OLD BUSINESS

Post Fair Repairs Needed to Fair Grounds:

Rodeo Grounds: The Demolition Derby folks owe money for damages to the rodeo grounds, specifically \$100 for repairs to a panel, \$50 for a hose that was damaged and reimbursement of 5 hours of Delo's time to make repairs to the rodeo grounds. Andi is to invoice the entity responsible.

It was recommended that Tony Britt bring in his bring screen to get the rocks out of the arena, and we are to get more sand from Fred Colton to build up the arena. We need to find out the costs of renting the screen as well as cost for sand.

Beef Barn: We also need more sand in the beef barn, the center is low.

Alley between Beef Barn and Show Barn: Also need to build up the gravel area between the beef barn and show barn.

Shade Cloth for Beef Barn: Rob Ellingson will handle ordering shade cloth for the beef barn.

Show Barn Fountain: Eagle Cap Nursery has not secured the fountain (RR ties), or decorated the fountain for events as they stated they would. For Fair next year, it was recommended that we see if the Master Gardener's or Garden Club can decorate the Fountain for Fair.

Whiskey Barrels: It was also recommended that the whiskey barrels be moved to the south side of the Show Barn and watered over there prior to Fair, so the distance to move them is shorter. It was also discussed that this would be easier after we move. Also, we forgot to get barrels into the Show Barn where they can be appreciated during show.

Discussion regarding water to barns during Fair: It was recommended that water to barns not be turned off during the evenings (post fair meeting discussion was to turn water off due to Dairy Cow turning water nozzle and flooding barn during evening) during Fair due to potential fire issues with all the straw present.

Improvements to Show Barn Restrooms: Hooks and benches are needed in the restrooms for kids/guests to hang clothes and/or sit while changing clothes. Also, a 'slower' version of a pull down towel dispenser is needed. **It was recommended that as part of Phase III improvements to the Fair Grounds that we get separate restrooms/changing area for the 4H/FFA kids.**

Tractor: It will cost \$1,600 in parts to fix the tractor. It is at Denzel Robbin's lot. It was discussed that our steps are to: 1. fix the tractor, then 2. Sell it, then 3. discuss having a lease. We need to find out from the County how to go about leasing a tractor, i.e. find out if this needs to go out for an RFP for lease options.

Suggestions for Fair 1007:

Potential Contests/Fun Things for the Public: A quick brainstorming session was held to generate ideas for boosting public attendance. Here is what was generated:

- Hot dog eating contest
- Pie eating contest
- Milk Drinking contest
- Little Arena for events
- Chili cooking contest
- Archery Demonstration/contest in Leo Adler Field
- Closest to the Pin Golf Deal
- Cow Chip contest
- Lawn Bowling

Objective: To get people to compete in contests and have fun. It was recommended that a committee be formed to continue the discussion for 2007.

Entry Gates: It was discussed that the best scenario for entry gates to the Fair is to place the tables outside the physical gates and to give a club 50% of the gate receipts. This should help capture more gate receipts (a current problem is people walking by the gate w/o paying due to gate keepers chatting and not keeping an eye on the entry area) and have the gate keepers taking the job more seriously since the more gate receipts they get, the more money their organization gets. It was also recommended that there not be raffle sales at the gates.

Andi's performance Review: Dean and Ron gave Andi her annual performance review. They will send their comments to Andi for her to type up and the document will go out to everyone. The performance review will be filed with the 2005/2006 Baker County Fair Grounds - List of Accomplishments at the personnel office.

Fair Grounds Manager Position: Andi's last day will be Oct. 31, 2006 (a two month notice). As stated last month, Andi will be leaving due to both her jobs (Sexton Ranches) having a busy season during the summer, and she would like to pursue being a grant writer out of her home. Ron spoke with Debbie Hoopes and said the Fair Manager position will be advertised for seven days, with a starting pay of \$12.84/hr, at 20 hours a week and with prorated health benefits.

Grant Writer/Administrator Position: The board then discussed the need for an outside grant writer. Expectations are that the grant writer will help with project accounting from start to finish and manage grants. Andi has expressed interest in continuing as the grant writer for the Old Armory project, and came prepared with a proposal for the board, yet the proposal was not distributed due to the realization that the position probably needs to be put out for an RFP and reviewed by the contract review board. Ron will work with Christina Cooke and Debbie Hoopes on the correct steps to take to insure proper procedures are followed.

The meeting was adjourned at 8:50 pm.

Next Meeting: October 11, 6pm at the Extension Bldg.

Respectfully submitted,



Andi Sexton, Fair Grounds Manager