

Fair Board Meeting Minutes

February 27, 2024

Ron called the meeting to order at 6:03pm

Board Member in Attendance: Ron Rowan, Dean Defrees, Mike Sullivan, Cliff Schoeningh, Kathleen Parker, Michelle Kaseberg, Chris Stocks,

Advisory Group: Rob Ellingsen, Nathaniel Garrick, Commissioner Shane Alderson

Staff: Angela Robb

Community Members: Mark Johnson, Becky Schuette, Jill Myatt

Public Comment: none

Review and Approve Minutes:

Review and Approve Financials:

351: Dean motioned to approve the 351 financials. Cliff 2nd it. No further discussion. All were in favor.

251: there was a question where the tables and chairs income goes and where to put it moving forward. Angela mentioned it goes into miscellaneous, but she has it broken down on a spreadsheet in her office. There was a discussion regarding the cell phone fee for \$600. Angela thinks it is a onetime fee for having a Fair Board cell phone from the County. Michelle wants to verify that OSU has sent the County the invoice for the \$70,500. Angela will double check on that. Ron questioned a check that was written for about \$2,000 in September and Angela let them know it was for Premiums for 4-H. Ron asked about some invoices to EO Media Group that had been processed. Angela explained they were invoices from 2 years ago that were being sent to Kylie's old email and they had just started calling the office, so we paid them. We were under budget for fair in 2023. Angela mentioned rolling the remaining funds from the previous fair forward to the next fair so we could build a bigger budget to help our fair grow. Mike motioned to approve the 251 financials. Dean 2nd. No further discussion. All approved.

Bleacher update: Mark Johnson talked about the bleachers being ordered. The RFP was approved through the county. A payment was sent to the company. Working with the company to verify delivery date which is currently around June 11, 2024. Powder River Corrections is going to install the bleachers. We will pay them \$1,000 per day. Mark spoke with Powder River Correction Superintendent and created a list of supplies that we would need to have for them to complete the job. Mark needs to iron out the earth work before the bleachers arrive. There was discussion regarding the dirt that is within the arena. It is horrible with quite a bit of rock. The Fair Board is going to look into adding sand to the arena. Mark is going to get a cost for the sand and then put some quotes together. Colton's out of North Powder have sand and so does Triple C Sand and Gravel. Mark has a committee of Rodeo people who will look at the arena and make a suggestion about what type of sand to put in the arena.

Fair Facility Next projects:

Rodeo Grounds Fence: Mark Johnson and the Fair Board talked about the fence around the rodeo grounds being the next project to work on. There are 5 sections of fence around the rodeo grounds. SE end sidewalk needs to be constructed. The **A** has a sidewalk and **C** has a retaining wall (concrete). **A** is 8 ft sidewalk that goes between the military grounds and rodeo grounds from Grove Street to East Street. Ground needs to be built up before we build a sidewalk. Southeast end of sidewalk needs to be constructed, the west side on the south end needs to be constructed to hold the elevation on Grove street. Mark presented costs of chain link versus wood. Chain link is less expensive than wood considerably. Mark would like to put out to bid for the fence in late March or April so we can move forward as soon as our events in July are over. Michelle made a motion to go with the chain link around the rodeo grounds instead of wood. Chris Stocks 2nd it. No other discussion. All were in favor. They are moving forward with sections A, B, C & D.

Painting Bleachers on Grand Stands in the Rodeo Grounds: Mark had paperwork for the group to look over. For painting, it will be in 3 sections. Mark had a budget broken into sections. Section A is painting the seating. Section B is the announcer's booth and chutes. Section C is the roof trusses, underneath the seating area and underside of the roof structure. We will need to add 25% for paying prevailing wages. Mark mentioned having Tom Hanley go up in a

bucket and have him do a survey of what parts of the grandstands need to be tightened or adjusted. Dean asked about doing A & B and the additional budget for the structural elements. Dean made a motion to complete section A & B of the budget Mark had presented and the additional budget for structural elements. Michelle Kaseberg 2nd. Any further discussion, Mike Sullivan asked a follow up question about section C and it was discussed we only want the structural part to be looked at. Mark Johnson let everyone he would have to put this out for bid so some of the numbers would change depending on who submitted a quote. All were in favor of the motion passing.

Small Animal Tent: Kathleen Parker got a quote from Eastern Oregon Rental. There is not a crew to set up the tents so we will have to have volunteers to do it. There was discussion as to where to put the tents. Kathleen also mentioned moving all the static exhibits outside except the food. Angela mentioned that wouldn't work because we use all of our dividers and the wall dividers to hang our photographs and art on. We had more static last year than we have had in the past 5 years. Michelle mentioned using the small meeting room for some static instead of the morning leaders' meetings. Becky Schuette mentioned putting the poultry out in a tent and putting a show table out in the tent and then having the rabbits inside in the event center. It was agreed to put rabbits in the event center from the double doors of the small meeting room to the roll up doors in the event center towards the gravel parking lot. The morning meetings during fair will have to be moved somewhere else and the Legos will go inside the small meeting room. Dean Defrees mentioned asking Malheur Lumber in John Day for shavings. Oregon Trail Livestock gets their shavings from Malheur Lumber. Angela said she would call them.

Baker County Fair Priorities: Angela asked if we could add a load of sand in the Cockram Arena to level the ground. With the rain and snow melt that comes in the doors, the sand has washed away from the edge of the building. It is a safety concern for animals and kids that need to enter and exit the facility. Michelle said there is money in our budget for that. Angela and Michelle sent out sponsorship letters and have collected \$4900 so far. Angela also mentioned having 3 vendors signed up. Angela asked if anyone wanted to volunteer to find entertainment for fair. Ron mentioned finding local for during the week and finding someone bigger for Friday during buyer's dinner. Trailer Hitch is local and good and also Frank has a following. Angela mentioned a light-show gentleman that would like to come. Ron and Dean were interested in the light show so Angela will call and get more information. There was a suggestion about getting a sponsor to cover the light show.

Dustin Hillman, Maintenance Hours: There was a discussion about raising his hours to 25 hours per week. Michelle is going to talk to Christina Cook and see what our budget looks like and will get back to Angela and the Fair Board. Dean asked about having an intern this year and Angela mentioned Raimey might be interested and will check with her and see if she wants to apply.

OSU APA Position: Angela let everyone know she was checking references and then would move to an in-person final interview but was checking with Natalie, OSU Extension East Region RD, first to make sure it was okay to meet the applicant for a final.

HB3410: Michelle submitted our expenses and revenue for the past 3 years to Business Oregon and talked about our fairgrounds receiving between \$35,000 to \$76,000 from lost revenue during covid. Should find out in March if we received any.

Economic Development Update: Michelle, Angela, Rob and Jon Woolard attended a meeting with the engineers to discuss the facilities. Michelle doesn't feel like the right groups of people are being talked to about whether the facilities are good idea or bad idea. Chris Stocks said you have to give some kind of numbers to the engineers to be able to come up with an estimate for the plan. Dean said to give dimensions for the buildings to the engineer company. Michelle wants to make sure that everyone is aware that we can't move for 5 to 7 years after our projects are completed. Someone from the Fair Board is going to attempt to go to the Economic Development meetings monthly.

Challenge of Champion's Contract: There was discussion on how much to raise his contract now that we will have bleachers installed. Cliff Schoening will talk to Jason Mattox and discuss what kind of increase is fair.

Bylaws: Michelle is working on updating our bylaws and making sure they match the ORS laws.

Emergency Management Plan: Michelle is working on updating the current plan.

Next Meeting: March 11 @ 6pm

Meeting Adjourned @ 8:17pm