

Fair Board Meeting Minutes

March 11, 2024

Ron called the meeting to order at 6:00pm

Fair Board Members: Ron Rowan, Dean Defrees, Cliff Schoeningh, Mike Sullivan, Kathleen Parker, Chris Stocks, Michelle Kaseberg

Advisory Board Members: Nathaniel Garrick, Rob Ellingson

Staff: Angela Robb

Public Comment: none

Review and Approve Minutes:

Michelle Kaseberg moves to approve the minutes from February. Kathleen Parker 2nd it. No discussion. All approved

Budget Review & Discussion:

251: Michelle mentioned we didn't have a beginning fund balance yet. We are talking about the revenue or income that will come from our facilities. She added a low minimum of \$35,000 from the cultural trust fund. It's for lost wages from covid for fairgrounds including the state fairgrounds. The Fair Board is raising their income from fair sponsors from \$5,000 to \$10,000. We are raising the rental on the corner lot during minor's jubilee to \$50 per spot. The rental for the rodeo grounds is \$5,000. We are adding \$500 to the Show barn. We are leaving equipment rental at \$500. The kitchen is staying at \$250. The rent for the community event center is \$11,000. The 5-acre field is being added \$100. RV spaces rent is being raised to \$35 per night starting July 1, 2024. The grassy area rent is going to be \$100. The Fair Board agreed to no longer rent out the small bleachers. The rent for livestock is going up to \$250. Miscellaneous is being raised to \$ 1,500 which includes tables, chairs, and stage costs. The General Fund has been \$115,500 and the Fair Board is keeping it where they are at. Christena said we can increase Dustin's hours to 25 and then she will make a resolution to our budget. Utilities for Leo Adler at \$1,000, Show barn left at \$3,000, Utilities for barns is \$1,500, Utilities for rodeo grounds is \$2,000, event center utilities are being reduced to \$12,000, Laundry & garbage is going to \$2,000. Repairs and maintenance for the event center is \$3,500, repairs for the show barns are \$1,000 and maintenance for the Leo Adler Field is \$2,500. The backflow will need to be fixed this year in the Leo Field and repairs for the rodeo grounds are \$2,000. Landscape and maintenance are \$5,000, repair/maintenance for vehicle/equipment is \$1,000, water for 5-acre field is \$800 and Angela will look into if water is going to all of the trees. The County Admin fee will be \$4,000, insurance is \$14,000, bonds for the Fair Board is \$350, marketing and promotion is \$3,000, travel and fuel are at \$3,000. Office supplies are at \$3,500, dues/subscriptions/memberships is \$3,100. Contract of services is \$70,500. August fair for the current year is \$25,000 and August fair for next year fiscal year is \$5,000. Small equipment is \$2,500 and Angela mentioned she would love a washer and dryer to clean and rags and tablecloths. There was a discussion, and the Fair Board does not want a stackable but rather a full-size commercial set. They mentioned it going in the new small animal barn that is going to be designed. There was a recommendation that Angela look into a laundry service first to see what the cost would be and what the service would entail. The fair intern expense reimbursement is \$8,000.

Angela brought up that Little League has been paying for the electricity bill for the Leo Adler field for a couple years and wanted to know if the Fair Board would reimburse them for the time since they have taken over use of the field. Angela will ask Little League for an invoice for the months FB is going to reimburse. She will also talk to OTEC about switching the bill into the Fair Boards name.

351: Beginning fund balance will be \$1,250,000. The earned interest will be \$36,000 and contributions will be \$0. Contract Service project is \$50,000 and we will have an audit for \$4,500. Repairs and maintenance is at \$15,000 and our county admin fee the Fair Board as at \$4,000.

For Capital Outlay-New Animal Barns we have \$1,000,000 and for Capital-rodeo ground fence we have \$250,000. There was discussion to purchase an insta-hot heater for the sinks in the kitchen. Michelle suggested to purchase that under maintenance expense. Mike motioned to approve the budget for FY24/25 with revisions to come after working with Christena Cook. Cliff Schoeningh 2nd it. No further discussion. All approved.

Economic Development: Michelle brought up a discussion regarding the new facility the County is wanting to design and build. The Fair Board would like to look at the designs that were created by the engineers and then they will offer their ideas on what they need for their facility. The Fair Board will look at designs for their next meeting.

The Fair Board suggested that Kathleen create a committee to start discussing moving forward with the design and placement of a small animal barn or a beef barn. Kathleen talked about how much room the small animals need and there is not room in the Event Center for them. Chris and Nathaniel talked about the beef running out of space in the beef barn. There is no more room to add beef to our fair. They have outgrown their barn. Ron suggested that Kathleen create a board and include some small animal and beef people to be a part of the discussion. If they design and build a beef barn, then they will fix the old beef barn to have walls and A.C. for the small animals. The beef barn already has power hooked up to cool the small animals if they go that route. There was a comment that we need to do what is best for the fairgrounds and all of the species when designing a new building. Discussion about taking down the fence next to the beef barn and putting up another identical barn for beef and then they could show at the end of it and then still build a small animal barn next to our event center. It would take away some parking but would be a solid surface where we could start building and we wouldn't have to wait for the ground in the Leo Field to be tested.

Contract Update: Cliff had a conversation with Jason Mattox from Challenge of Champions, and they agreed to \$4,000 for the weekend. There was discussion from the Fair Board about the price and they agreed it was a fair price. Cliff motioned that we approve the \$4,000 contract for this year, 2024, for Challenge of Champions. Mike 2nd it. No further discussion. All were in favor.

Fair Updates: Michelle has a new contact for a band to play at the fair. She will get the information to Angela.

APA Position Update: The offer letter is going out and we are hoping he can start by March 29, 2024.

Fair Upgrades: Angela requested to purchase some gravel to fill in the potholes from rain and vehicles sinking and to bring in a load of sand into the show barn to even up the ground to the roll-up doors so animals and kids wouldn't have any accidents. The Fair Board agreed to have that done and to take the expense out of the landscape and maintenance budget line.

Meeting adjourned at 7:22pm