

Fair Board Meeting
October 18, 2023
6pm

Members Present: Mike Sullivan, Dean Defrees, Ron Rowan, Michelle Kaseberg, Chris Stocks, Cliff Schoeningh

Fair board Employees: Ashleigh Kautz

Fair board advisory members: Nathaniel Garrick, Kathleen Parker

Guests:

Chairman Ron Rowan called the meeting to order at 6:10pm.

Review & Approval of Minutes: Will approve August minutes at November meeting.

Review and Approval of Financials: 351: Michelle: we have gained almost \$7,000.00 in interest on the money in the 351 budget, no other discretions. Our event center is continuing to bring in great income for the facility. We recently found out that we won't be able to pay for the administrative fees out of the Business Oregon money, we have enough interest in the fund currently to pay his wages from the account interest.

251: Ashleigh: Went over total cost of this year's fair roughly just over \$10,200.00 this is with the sponsorships without sponsorships we have spent roughly \$18,000.00. With that being said we would like to rollover the left over funds from this year's fair to help pay for next year's fair as we plan to add additional entertainment and possibly a rodeo. Michelle: Yes we need to remember while doing budget to include rollover in proposal.

Dean motion to approve Mike 2nd. Financials approved.

Open Fair Board Position: Ron: The position is open until the 24th of the month. He encouraged Nathaniel and Kathleen to apply online through the county.

EFIS Project: Ron: The project is complete we are estimating to stay under budget as of right now but still waiting for the second invoice.

Bleacher Update: Cliff: After meeting with the bleacher committee we came up with an arena style bleachers instead of putting in permanent bleachers on the south and north end of the arena. This will get rid of the current box seating on our standing grandstands, but the manufacturer is willing to put new box seats in the new bleachers. With this design of bleachers it will bring the max length of the area to 220ft. In doing this it will allow us to put roping chutes just to the right of the center line for ropers and barrel racers to enter the arena safely, and keeping the cattle in the center of the arena. There were a few concerns about the length of the arena not being long enough as a typical rodeo arena is 250ft but in order to do this we would only be able to change the position of the North side bleachers which would not allow the grandstands or crowd's nest to be centered on the arena. This also would include moving the arena lights to prevent dark spots under the bleachers and a few other places creating safety issues. There are still some measurements and finalized plans to be done but the new bleachers including our current grandstands should seat about 3,000 patrons.

Mike: We once talked about having moveable bleachers so that during broncs and bulls we can give them the experience they are used to being right up and close to the arena. To my understanding that is not the case with this style.

Ashleigh: We do have the bleachers we use for the auction that could be brought over and strategically placed to still give that experience to some.

Cliff: Correct the bleachers will not be movable when broc and bulls come the shape will stay the same so the far north and south bleachers will be a father distance than patrons are used too.

Michelle motion to approve arena style bleachers Cliff 2nd. Motion approved.

OFA Update: Convention was held in Deschutes County at the Fairgrounds October 5th-7th.

Ashleigh: Convention was very informative I went to multiple different classes which allowed me to make some great contacts and relationships which shall be very helpful in the future. Some of the most important things I brought back that should be greatly helpful for the 2024 Fair season is. Working closely with your sponsors to make sure you are marketing the way they would like to be presented. Reaching out to sponsors in February setting up meetings early to as this is when they just got all there funds for the upcoming year. Make sure that your first meeting is in person or on the phone this makes the interaction unique. It is incredibly important to remember that a sponsorship is a PARTNERSHIP that continues to evolve and grow over time. Be sure that if your sponsor is specific ie. Kidzone, hydration station, concerts, stage etc that advertising shows that or banner are hung around what was being sponsored. When it comes to vendor be sure to put on your vendor application a reference, there were a lot of fairs this year that had problem vendors so this helps because fair managers will be honest with their experience and when they are at your fair you try your best to make sure everyone is happy. I also learned that having a vendor packet is remarkably important making sure that in the packet it goes through every rule and regulation they are required to follow making sure there is no grey area when it comes to things they can and cannot do. That we need to raise our booth rates a little, suggested \$50.00 per space for the week and an additional \$25.00 if electricity is needed. Making sure to have specific time frames for loading unloading and restocking to keep cars out of the interior of the fairgrounds, being sure to collect a deposit prior to fair in case they cancel you didn't hold the spot for free. We had some great key note speakers including the general manager of Route 91 which was the place that Jason Aldean was at during the shooting. He gave some great information about how to strategically plan for different events. He suggested an emergency plan which as a fairgrounds you would share with your police department, fire department and all staff on site for quick response if something were to happen and to be all on the same page. This would also include a detailed map of the fairgrounds and all important areas like casualty zones, emergency exits, and evacuation areas on the grounds.

Angela: Typed notes were provided.

Public Comment:

Next Meeting November 14th, 2023 at 6:00pm