

8/14/14
POLK COUNTY FAIR BOARD
POLK COUNTY FAIRGROUND - RICKREALL, OREGON

MINUTES REGULAR MEETING – August 14 2014

PRESENT: Fair Board: Anna Scharf, Diane Bishop, Linda Lambert, Eric Setniker, Suzanne Burbank
Absent: Randy Sitton (excused) Nita Wilson **Staff:** Tina Andersen **Guest:** None **Tenant/Partner:** Suzie Busler (OSU Extension) Dolores May (PCMasterGardeners) Norbert Hartmann (PCFF)

MEETING CALLED TO ORDER –10:00am

APPROVAL OF MINUTES: Motion by Diane and second by Linda. Motion passed unanimously

PUBLIC COMMENTS: None

TENANT/PARTNER COMMENTS: None

CORRESPONDANCE: The Board received two letters regarding the Fair, one very positive and another asking for changes. Tina will reply.

FINANCIAL REPORT: Review of revenues and expenditures. The Fair's bottom line is at \$34,173.00.

MANAGER'S REPORT: Maintenance and repairs – The water main still has not been fixed, as of Fair the vault had not come in yet, as soon as the water main is fixed the front will be redone.

Staff put in extra outlets to accommodate the new food vendors however the electric for the main building is really close to capacity and probably won't take much more expansion.

The 1-800 number for the fairgrounds has been cancelled, it was not economical sound to have it anymore

Events & Building usage- World Radio Mission went well and they have booked again for next year. OHSET went well, they are also here again this weekend.

Safety Committee Mtg. – A safety inspection was done on Aug.5th there were no major safety issues. The Fire Marshal did not come through the Fair this year.

Dept. Head Mtg. – None

OLD BUSINESS:

Extension update – Suzie reported that their booth went well and was in a great location. Benny the Beaver was at the Fair on Saturday and was a huge hit. She suggested that we bring him back every 3-5 years; he is \$2,000.00 a day. The Board made suggestions on how to help pay for him being at the Fair.

The 4-H loved their new building and it looked great, exhibits were up around 3-400 and the quality was up.

The Ag First activities went very well and were well attended; the contests went well along with the celebrity judges. There was some confusion on the Lego contest but nothing that couldn't be worked out.

Changes in the animal show schedule are being worked out, a work session will be put together to help with this and with moving some of the animals into different barns to avoid the overcrowding problems.

Anna asked that they invest in a portable counter for their area, Suzie has been working with Fair staff to have one built that could be used by both Extension and Fair.

Suzie suggested having Randy look into a better risk management plan for the Fairgrounds.

Board re-cap – Swine & Barns – Eric reported that the swine weigh in was uneventful and went like it should have. He took comments on the glare from the sheep barn into the swine. He discussed the Livestock Association weights for the swine and chickens this year, this is a Livestock Association issue and Suzanne will take it to their meeting. There was a discussion on judges and that out of state judges even though more expensive create a better quality show. Eric also talked about a junior show separate from 4-H or FFA maybe Sunday of the Fair.

Superintendents – Diane spoke to some of the Superintendents that had good ideas for next year and asked them to write them down and turn them into the Fair Office. A Superintendent for photography, Fine Arts and Poetry was discussed; Kym and Linda Lambert did the work this year.

Risk Management – Randy was not able to attend the meeting today however he does have some concerns about the one entrance and one exit for the Fair and will be bringing those to the Board.

Office & Carnival - Linda didn't get much of a chance to see either, she was helping in the photography section. The Board did discuss getting a new carnival. Suzie suggested moving the Fair dates since there are nine other Fair's at the same time, it would help attract a better carnival and judges.

Roamer – Anna was not able to roam this year

Vendors – Diane said the vendors were happy for the most part. Since Linda Friedow had already been out to talk to them she didn't want to do it again, the vendor surveys came back with good suggestions. Diane also brought up the power of Face book and how the Fair needs to use it. The restrictions that the County puts on it make it hard to use. Norbert offered to go with Tina and Anna to a Commissioner's work session and discuss this issue. Diane offered to help with it.

Roamer – Suzanne had a list of items that she went over with the Board with great ideas for change, the Board discussed moving the stage to the kids area and moving the kids area to the stage area. She challenged Tina to find something for the age gaps that the Fair is missing, the Board also offered to help with this.

Manager's report – Puzzlemainia went well and they had a puzzle of our Fair poster for us.

The vendor survey is coming back and the survey for Fair we put on the web last year is still there and people are turning them back in.

The ATV rodeo was delayed by an hour to get in all of our riders, but was successful, it made \$137.50 plus several of the riders donated their prize money back to the Fair and asked when they could sign up for next year.

The shooting sports tent and camp area went well until Sunday when they tore everything down in the morning and no one was around all day. If it returns next year it must stay in tact until 6:00pm Sunday.

Fair sponsorship was up this year.

One of the wheel chairs we rent for the Fair is missing and we will have to pay for it.

The new stage went well; there was a discussion on moving it and improvements to it including the shade tents.

The baby changing and breast feeding station was a huge hit.

Ziggy did a great job on the announcements for Fair, the vendors really liked that he was clean and slow so that they could understand him.

The ice man from Ice Made EZ that was lined up for Fair cancelled two weeks before Fair, Roth's and WINCO stepped up and helped us get ice which we had to put in the freezer that Jesus uses, it took up about half of it.

The photography, poetry and fine arts still need a Superintendent

Exhibits for adults were down but exhibitors were up and exhibits for youth were up but exhibitors were down.

Camping did not go as smooth as it should, there were campsites where the chaperone did not stay the night and kids were driving through the camp area really fast; the parking crew has asked us to close the road to the camp area behind the arena to keep the traffic down back there.

The people movers were great and Ag West is considering building one for the Fair. The operators were very good with the people coming and going.

The printing of the Fair Book was a great success and should be done again next year.

The Board discussed volunteer recognition.

Fair Re-cap meeting – Will be held Thurs, September 11th at 7:00pm.

NEW BUSINESS:

OFA Area Meeting – Wed. August 27, 2014 at 11:00am at the State Fair. Anna will attend.

Fair Board recessed into executive session (ORS 192.660)

The Board reconvened after reviewing personnel issues. Tina and Anna will meet with employees

ADJOURNMENT: Meeting adjourned 1:00pm