

# ***Polk County Fair Board***

## Board of Directors Meeting Minutes

December 18, 2014

Meeting Room, Polk County Fairgrounds,  
Rickreall, Oregon

**Present: Fair Board:** Suzanne Burbank, Diane Bishop, Anna Scharf, Nita Wilson, Eric Setniker, Linda Lambert and Randy Sitton. **Staff:** Jason Groshong. **Guests** : None. **Tenant/Partners:** Barbara Nichols -- (Peacan), and Susie , 4-H.

Chairman Anna Scharf called the meeting to order at 9:59 a.m. and noted that all Board members were present.

**Minutes:** Nita Wilson moved to accept the minutes as submitted, Suzanne seconded the motion and it passed unanimously.

**Public Comments:** None.

**Tenant/Partner Comments:** None.

**Correspondence:** None.

**Liaison Reports:** None.

**Financial Report:** Reviewed revenues and expenditures. Bottom line: \$ 11,198.00  
The 2014 Craft Festival netted: \$5,380.16. The 2013 Craft event netted \$4,427.44.

**Manager's Report:** None. Tina Andersen was absent due to health conditions.

**Maintenance:** Jason reported that he is getting rid of the gophers. There is a lot of dry/wet rot in the 4-H building. Beams need replacing and stage post. The south meeting room has a leak causing a soft spot in the ceiling. The outbuildings (bingo and shop) have dry rot problems. See attached photographs. The water main is still not repaired.

**Events & Building Usage:** Craft Festival went well; except the ATM machine was emptied Friday afternoon; something needs to be done about this problem. Railroad Show & Swap went well. Flea Market went as usual. Gun Show went fairly well, the tables were full.

Board members discussed adding another Gun Show to the yearly schedule.

**Department Head Meeting Report:** None.

**Safety Report:** None

**Old Business:**

**Extension Update:** None.

**2015 Fair:** Need to determine whether it will be a three-or four-day fair. Sunday is a low revenue day and it is difficult to obtain volunteers. Discussion.

Susie believes she can adjust to a three-day fair. The auction animals would move out late Saturday evening. The animal round-robin and award ceremonies can be moved to other times; and the livestock would be released at staggered times. More discussion.

**MOTION:** Eric Setniker moved that the 2015 fair go to a three day fair, Linda Lambert seconded the motion and it passed with one Nita abstaining.

**Work Session:** Board members reviewed the agenda, invitation and guest list. Jason will provide a slide show showing the maintenance problems.

**Fair Board Election:**

Diane Bishop nominated Anna Scharf to be chairman, Suzanne seconded the nomination. Nita nominated Linda Lambert, Vice Chairman. Eric moved to cast a ballot for the nominations, the motion was seconded and passed unanimously.

**Committee Appointments:** Anna Scharf and Linda Lambert agreed to serve on the **Finance Committee.**

**Personnel:** will consist of Eric Setniker, Anna Scharf and Randy Sitton.

**Superintendents: Barn** – Suzanne Burbank. **Open Class** – Nita Wilson.

**Entertainment:** Diane Bishop.

**Liaisons – Fair Foundation:** Linda Lambert.

**Livestock Association:** Suzanne Burbank & Eric Setniker.

**PEACAN:** Eric Setniker.

**Ag First:** Nita Wilson.

**OFA Convention:** Anna, Diane, Randy, Linda, Nita and Suanne will attend on Friday.

**Add-Ons:** None.

Fair board recessed into executive session (ORS 192.660).

Meeting reconvened at 11:05 a.m. and Board Members signed the employee contracts except Tina's and Linda Friedow's.

There being no further business, the meeting was adjourned at 11:15 a.m.

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Nita Wilson  
Secretary Pro-tem