

1/15/15

POLK COUNTY FAIR BOARD

POLK COUNTY FAIRGROUND - RICKREALL, OREGON

### MINUTES REGULAR MEETING - January 15, 2015

**PRESENT:** Fair Board: Nita Wilson, Randle Sitton, Anna Scharf and Diane Bishop **Absent:** Eric Setniker (excused) Suzanne Burbank (excused) Linda Lambert (excused) **Staff:** Tina Andersen, Jason Groshong **Guest:** Pat Letsch, Wayne White & Phil Long (Wild West Events) **Partner/Tenant:** John Walton (PCLA) Lee Letsch (Swine Superintendent) Barbara Nichols (PECAN)

### MEETING CALLED TO ORDER – 8:00am

**APPROVAL OF MINUTES:** Motion by Nita. Second by Randy to approve December minutes. Motion passed unanimously.

**PUBLIC COMMENTS:** None

**TENANT/PARTNER COMMENTS:** Wayne presented a proposal to do a Bull Riding event for Thurs. of the Fair, they would bring the panels in early Thurs. morning, do the bull ride and tear them down and remove them late Thurs. night. They would do the event Thurs. evening from 6:00pm – 8:00pm and he figured on around 35 riders. He would work on getting sponsors to help with their costs and offered to do it for \$11,500.00. It costs them around \$18,000.00. Wayne suggested that we increase the entrance fee that evening by \$1.00 to help pay the costs. The Board discussed the price of having an ambulance on site versus calling 911 and agreed that they all felt more comfortable with an ambulance onsite. Wayne will carry the insurance for the event. Anna asked him about sponsorship and if the Fair was able to obtain some sponsors if that could come off of the price and he agreed. Randy asked about their Knight of the Realm show just for information purposes. Tina asked Wayne what he would need from the Fair to put on this event, he stated only an extended boom forklift.

**CORRESPONDANCE:** The Board received an invitation to the Polk County Livestock Association Annual Meeting and Dinner on Saturday January 24, 2015 at 5:30pm. Nita will be attending.

**LIAISON REPORTS:** Ag First – Hasn't had a meeting yet

**Fair Foundation** – Tina reported that Linda attended their meeting and they discussed getting new members

**PECAN** – Has a meeting coming up

**Livestock Association** – John reported that the Market rules are out, beef weigh-in will be a little tougher this year, the livestock association will be sending animals home that are not halter broke.

**FINANCIAL REPORT:** Review of revenues and expenditures.

The Fair's bottom line sits at \$788.00. January and February are low revenue months but it should pick up in March. The budget will be really tight this year, we have had a carry over the past few years due to the delay of some projects, those projects are now complete and we need to build our budget back up again.

**MANAGER'S REPORT: Maintenance and repairs** – Jason reported that the water main is still not finished, he has put in for bids on the repairs to the 4-H building but has not heard back yet. The concrete walls in the Main building are old and deteriorating, something will need to be done. Anna and Tina will check with Greg Hansen to see if there is any money to help with this project.

**Events & Building usage** – The public safety hearing for the County went well, the Flea Market went very well, they did some damage to the cupboards up front and got grease all over the carpet, Deb did not turn in a report this month. The Hazelnut Demo went really well, the rest of the month was filled with private events. There is a new State Fire Marshal and Anna suggested that staff make an appointment sooner than later so that if there are any

issues there will be plenty of time to fix them before the Fair.

**Safety Report** – There were no safety issues found during the January inspection

**Dept. Head Meeting** – None

**OLD BUSINESS: OSU Extension update** – No report

**Work session Agenda** – The Board reviewed the work session agenda and packets. Sunrise at Your Fair will cater the breakfast.

**OFA Convention Recap** – The OFA Convention was a really good one this year, there were classes on service animals and ADA policies. Diane attended the meeting with the State Vet. his recommendations are to operate the same as last year. Anna asked about the all terminal program and getting that information out before the kids buy their animals, Tina will look into it. There is also a bird influenza that is also going around. Both Anna and Nita were unable to attend the conference, Anna reimbursed the Fair for her lunch ticket and the staff knew enough in advance to be able to sell Nita's at the conference.

**2015 Fair** – Tina reported that the staff is working on the details for a 3 day Fair. The tractor pull may be an issue, Tina has asked several questions of the tractor pull association and the owner of the sled, so far she hasn't got any answers back.

The staff is also working with Morgan Smith (County Attorney) on a policy to deal with marijuana, Anna was concerned about the campers and volunteers. Tina will report back after Morgan get her the information.

The Board has been out to the school districts with the letter to the art teachers, Tina met with the interim Dallas Superintendent and he has offered to help get out any information for us, we just need to email it to him.

The Open Class Superintendent meeting in February 10<sup>th</sup>, the staff wanted to start early since there will be several changes to discuss with the new schedule.

Anna requested that next year the staff let her speak to the Farm Bureau instead of sending them a letter, and that Nikki do follow up to our sponsorship letters.

**NEW BUSINESS: Fair Day at the Capitol** – The Oregon Fairs Association is holding a Fair Day at the Capitol on March 23<sup>rd</sup> from 8:00am to 3:00pm and would like as many people there as possible, a flyer which has been made part of the permanent records was passed out.

**Add On: None**

Chairman Scharf asked if there was a need to meet in executive session, staff replied there was not.

**ADJOURNMENT:** meeting adjourned 9:45am

Respectfully submitted by,  
Tina Andersen, Manager