

2/19/15

POLK COUNTY FAIR BOARD

POLK COUNTY FAIRGROUND - RICKREALL, OREGON

MINUTES REGULAR MEETING - February 19, 2015

PRESENT: Fair Board: Nita Wilson, Eric Setniker, Linda Lambert, Diane Bishop, Anna Scharf, Randy Sitton, Suzanne Burbank **Absent:** None **Staff:** Tina Andersen, Jason Groshong **Guest:** Matt Hawkins (Polk County HR) **Tenant/Partner:** Suzi Busler, (OSU Extension) Barbara Nichols (PECAN) John Walton (PCLA)

MEETING CALLED TO ORDER –10:00am

APPROVAL OF MINUTES: Motion by Nita second by Linda, to approve the January minutes. Motion carried.

PUBLIC COMMENTS – None

TENANT/PARTNER COMMENTS – None

CORRESPONDANCE – The Board received a letter from the Silver Falls Kennel Club thanking Gene for all his help during their event. OSU 4-H Extension sent a request for the Fair Board to do their Fair Board awards again this year at Fair, the Board agreed they would do them again.

LIAISON Reports – Ag First – Met yesterday and are working the with Agri-business Council, they discussed new ideas for the Ag First – PSCWD tent at Fair. Nita won't be able to sit in on those meetings anymore, Wednesday mornings don't work.

Fair Foundation – Anna reported that their next meeting is Tues. Feb. 24, 2015

PCLA – Nothing to report

PECAN – Met last Tuesday, the discussed the State restructure of the Citizens Advisory Network. They discussed the State budget, they had an increase of 6% however it doesn't cover their current costs and it ends up being a 4% cut.

FINANCIAL REPORT: Review of revenues and expenditures.

The Fair's bottom line is at a deficit of \$5,100.00 January and February are the Fairs lowest revenue months and it will get worse before it gets better. Revenues are coming now for sponsorship, banners and Gun Show.

MANAGER'S REPORT: Maintenance and repairs – 30 new tables of been made, Jason is replacing all of the old 3' wide tables that are made of particle board with the standard 2 1/2' wide plywood tables. The County has been out to look at the 4-H building however we don't having any information on what will be done on it yet. Greg is working on getting the main water valve changed.

Events and building usage – Flea Market went well, they did have a spill of some kind of oil on the entry carpet that required the staff to rent a carpet cleaner, the event has been billed but it has not been paid yet. Anna asked that a 30 day net be put on all bills with a late fee. The Rickreall Round Up went well and was well attended. The Ham Radio show went well. The Home and Garden Show is this weekend. The Poultry Swap meet is also this weekend. The Folklife Festival is March 7th. The Gun Show tables are full with a waiting list.

SAFETY COMMITTEE MTG. None

DEPT. HEAD MTG. None

OLD BUSINESS:

Extension update – None at this time

Work session recap – The work session was attended and went well. The Board discussed the raise in rates for year round. Motion by Nita to accept the increase in rates, second by Eric. Motion passed unanimously.

Rate increases will be; Arena – Cleaning deposit for an event serving alcohol, \$2,500.00 and an event not serving alcohol, \$500.00.

Overnight fees – will increase from \$17.00 to \$20.00 for RV's; from \$12.00 to \$15.00 for tents and RV Rally overnight fees will increase from \$12.00 to \$15.00.

Rental of the entire grounds for an event serving alcohol is \$5,000.00 a day and an event not serving alcohol is \$2,500.00 a day.

Tables that are rented for vendors will raise from \$4.00 to \$6.00

Annual Fair – The Board discusses a rate increase for admission. Motion Nita to accept the rate increase for admission during the annual fair, second by Suzanne. Motion passed unanimously.

Fair admission prices – Adult day pass will go from \$7.00 to \$8.00; Adult season pass will go from \$15.00 to \$20.00; Senior day pass will go from \$3.00 to \$5.00; Senior season pass will stay at \$8.00 Senior will get in free on Thursday until 4:00pm; Youth day pass will go from \$3.00 to \$5.00; Youth season pass will stay at \$8.00. Kids 10 and under will still be free and 4-H/FFA camping will stay at \$55.00

Maintenance priority list will be tables until the May meeting

Fair Theme – Motion by Suzanne to accept Blue Jeans & Country Dreams, second by Linda. Motion passed unanimously.

Board policies, conflict of interest and ethic code – The Board signed their policies and conflict of interest statements.

NEW BUSINESS: Budget – The Finance Committee has gone over the budget and the Board has received a copy. Motion by Suzanne to turn in the budget to the County Budget Officer as presented, second by Nita. Motion passed unanimously. Anna and Greg will present the budget during the budget hearings in Tina's absence.

Employee contracts – Linda and Tina's contracts are up for renewal

ADD ONS – None

Fair Board recessed into executive session (ORS 192.660)

The Board reconvened. Motion by Nita to renew Linda Friedow's contract, second by Linda . Motion passed unanimously. Motion by Linda to renew Tina's contract with agreed wage increase and bonus, second by Nita. Motion passed unanimously.

ADJOURNMENT: meeting adjourned 10:00am

Respectfully submitted by,
Tina Andersen, Manager