

March 19, 2015  
POLK COUNTY FAIR BOARD  
POLK COUNTY FAIRGROUND RICKREALL, OREGON

MINUTES REGULAR MEETING MARCH 19, 2015

PRESENT: Fair Board: Nita Wilson, Eric Setniker, Linda Lambert, Diane Bishop, Suzanne Burbank, Randy Sitton, Anna Scharf Absent: None Staff: Jason Groshong Guests: Marcie Johnson, Deb Thomas, Lee Letsch, Pat Letsch, John Walton, Ladd Martinson, Barbara Nichols (PECAN)

MEETING CALLED TO ORDER: 8:00am

APPROVAL OF MINUTES: Motion by Eric, second by Diane.

PUBLIC COMMENTS - None

TENANT-PARTNER COMMENTS - None

CORRESPONDENCE- None

LIAISON REPORTS-Livestock Association - Susan and Eric attended meeting as did members of Livestock Committee. No MOU will be done for 2015 Fair. Discussion of schedule for 4-H and FFA shows due to shortened Fair for 2015. When schedule is complete, Tina will make sure entertainment does not interfere with 4-H and FFA. Eric concerned that FFA advisors are not on board to help. Lee does not get information on time from FFA advisors. Lee will make decisions on schedules and communicate to advisors. Suzanne would like to see an improvement in the quality of judges. Livestock Association would like to see Fair Board minutes. They were advised the minutes are on-line after they are approved. An email will be sent out to all partners telling them where to find Fair Board minutes. Discussion regarding terminal or non-terminal show of pigs for 2015 Fair. Email to other counties revealed that they are about 50/50. Eric made motion that 2015 Fair will revert back to 2013 program rules of non-terminal pig show. Randy seconded. Anna will get advice from County Legal as to whether we need to have release forms to protect Fair from liability issues. Lee stated that most other fairs do have release forms and she can obtain the form State Fair uses.

Fair Foundation- Linda reports Foundation has a new member, Carol Harris.

PECAN- Barbara reports they are worried about being outside at the 2015 Fair. Anna reminded group that the decision was made to put all Boards, Committees, Extension, etc. outside by Arts and Crafts Building, so that Main Building space can be rented.

Flea Market- Deb Thomas reported unpleasant incident at Flea Market. Customer was falsely accused of theft.

Home Show report- Deb reported that while better attended than last year, still only brought

about 1500 people in. Chicken Swap seemed to help attendance. Deb presented a different concept for next year. A combination Home Show, Hobby Farm Show and Ag Fest. Anna asked what Board could do to help. Deb was provided with sources to contact, recommendations of events and presentations and ideas, such as contacting the extension office for aid.

Folk Life Festival- went well

Gun Show- Major crisis when power went out about noon on Sunday. Public evacuated. Ladd Martinson, a vendor at gun show, reported that there was no procedure in place to cope with this. A major problem was the Fair's posted rule that Minors under the age of 18 must of in the company of legal guardian. His grandchildren are his helpers and even with vendor badges, were not allowed back in the building to help him. It was discovered that we do have a generator, it was at county shops, it is not on Fairgrounds and in the process of being installed. Anna recommended that the rules regarding minors be split, giving vendors a way to have minors as helpers. There should also be a policy in place as to when vendors must be clear of building. Polk County #1 Fire and Rescue has a contract to help breakdown after gun shows. They need to know how long they have to do this. Fair does not have staff to provide breakdown services.

Ladd would like to see policies in place to provide security with weapons and he would like more space, such as a second building for the gun shows.

FINANCIAL REPORT - Fair is still in the red which is normal for this time of year. Budget hearing is 10:30 AM March 31, 2015 at the Courthouse.

MAINTENANCE AND REPAIR- Funds are allocated for office remodel. New carpet, walls being altered, new cables for computers. Still no water main repair. Emergency lights in Main Building are working, but not adequate at all. Generator is here and with current wiring, it can run lights and some kitchen. Folk Festival damaged some floors, they are repaired. 4-H building has not been repaired.

EXTENSION- no report

NEW BUSINESS- OFA Spring Conference in Hood River on May 1 and 2. Contact Linda in office if you wish to go. Emergency Planning- need plan in place for all events. As owners of the building, the Fairgrounds has the obligation to protect the renters. Tina, Randy and Jason form a committee to come up with plan and training obligations. Randy wants plan in place to insure that generator is permanently installed, that the wiring is brought up so it will power all needs and be automatic in case of power outage.

ADD-ON: none

EXECUTIVE SESSION: Pursuant to ORS 192.660, Board met in executive session.

ADJOURNMENT: 10:00 AM.