

12/17/15

POLK COUNTY FAIR BOARD

POLK COUNTY FAIRGROUND – RICKREALL, OREGON

MINUTES REGULAR MEETING - December 17, 2015

PRESENT: Fair Board: Nita Wilson, Diane Bishop, Linda Lambert, Eric Setniker, Anna Scharf, Suazne Burbank **Absent:** None **Staff:** Tina Andersen, Jason Groshong **Guests:** None **Tenant/Partner:** Suzi Busler (OSU Extension) John Walton (PCLA) Jim Clawson (PECAN)

MEETING CALLED TO ORDER – 8:00am

APPROVAL OF MINUTES: Motion by Nita second by Linda to approve November minutes. Motion carried

PUBLIC COMMENTS: None

TENANT/PARTNER COMMENTS: None

CORRESPONDANCE: None

LIAISON REPORTS – Fair Foundation – next meeting is January 12, 2016

Ag First – Will meet again in January, they are working on Winter Ag Fest

PCLA – Their Annual meeting is January 16, 2016. The Fair staff will be at OFA and not able to attend, Eric will attend the meeting and if he can't make it will let Anna know and she will attend.

PECAN – Next Steering Committee meeting is January 4th and next PECAN meeting is February 9, 2016

FINANCIAL REPORT: review of revenues and expenditures.

The Fair's bottom line is \$9,376.00.

MANAGER'S REPORT: Maintenance and repairs – Jason reported that the septic to the main building has been fixed. The security grill at the entrance goes in tomorrow, the other one and the pocket door will be done in the next two weeks. He has remodeling meeting room #2 and has made a conference table out of the old wood from the Dairy and Bingo booths. Anna asked Jason to take some pictures of the area where the new building will be going up while the rain is so heavy to see if we have any problems in that area.

Events & Building Usage –The Craft Festival went well and made more than last year a summary was submitted and made part of the permanent record. The septic backed up and the ATM machine broke, both have now been fixed. Anna asked that we put up a poster of what the donation go to from the Craft Festival.

Railroad show went well. the Flea Market did well, attendance was a little low. The Gun Show went very well and was busy, it grossed \$21,638.00 the Fair netted \$14, 541.00.

Safety report – None

Department Head mtg. – None

OLD BUSINESS:

Extension Update – Suzi reported that they just finished up their Annual Conference last week and that John Walton and John Jirick were honored from Polk County. She is working on contests for Winter Ag Fest to include Favorite Foods and others. The 4-H Leaders Association will have their banquet on January 21, 2016 at the OSU Extension office. The Fair judges meeting was held last night and went well.

Vision Plan – Two pictures were presented and made part of the permanent record. The Board discussed changes to the plans, Tina will try to set up a meeting during OFA with LRS Architects (Steve) to go over the plans and bring back to the next Board meeting.

Board elections and committee appointments –Motion by Diane second by Eric to keep Anna as Chair. Motion passed unanimously.

Motion by Nita second by Suzanne to keep Linda as Vice-Chair. Motion passed unanimously.

Board committees will be as follows.

Committees – Finance – Anna Linda and Suzanne

Personnel - Anna and Eric

Superintendent – Open Class – Nita Barns - Suzanne

Entertainment – Diane

Liaisons:

Fair Foundation – Linda

Ag First – Nita

Polk County Livestock Association – Suzanne and Eric

Polk Extension Citizen Advisory Network – Eric

Employee agreements – Were signed by the Board.

OFA Convention – A new schedule was handed out

NEW BUSINESS: Work Session Agenda – The Board went over last years agenda and revamped it for the 2016 work session. The Board went over last year’s mailing list and will let Tina know if anyone else needs to be added. The invitations will be sent out on Monday January 4th. Anna asked that we start getting ready to send all information electronically

ADD ONS: None

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

ADJOURNMENT: Meeting Adjourned 9:30pm

Respectfully submitted by

Tina Andersen, Manager