

5/19/16

POLK COUNTY FAIR BOARD

POLK COUNTY FAIRGROUND - RICKREALL, OREGON

REGULAR MEETING – May 19, 2016

PRESENT: Fair Board: Diane Bishop, Nita Wilson, Tammy Dennee, Linda Lambert, Suzanne Burbank Anna Scharf, Eric Setniker **Absent :** None **Staff:** Tina Andersen **Tenant/Partner –** Suzi Busler (OSU Extension) Jim Clawson (Ag First)

MEETING CALLED TO ORDER –10:00am

APPROVAL OF MINUTES: Motion by Tammy second by Nita, to approve the April minutes. Motion passed unanimously.

PUBLIC/TENANT/PARTNER COMMENTS – None

ADOPTION OF CONSENT AGENDA – Motion by Eric to accept the agenda, second by Suzanne. Motion passed unanimously.

CORRESPONDANCE/ANNOUNCEMENTS – The Fair Board received a thank you note from Nita for the Flowers.

The Ford Institute Leadership Program has picked the Fairgrounds for their 2016 beautification project. They will be fixing and rebuilding sheep and goat panels, painting sheep panels and will move on to other projects as time permits, the date for the project is July 23rd 9:00am – 1:00pm with a reception in building B after. Tammy suggested that we tie it into the Fair work day on the grounds. Suzi will send out information to the 4-Hers to come out and help that day also.

LIASON REPORTS – PCLA – Tina asked the Market Committee to add “includes parking” to their entry tickets for buyers. They have not turned in a request for reduced entry price for this year, Suzanne will remind them.

Fair Foundation – Their next meeting is scheduled for July 12th

PECAN – The Steering Committee has met and went over their accomplishments and their list of priorities which are 1.) Continue to educate the public on Extension. 2.) Continue to support 4-H and educate our youth. 3.) Continue to support Ag, staff and Ag First. They also presented their budget to the Board of Commissioners and budget committee.

Ag First – Their meeting will follow today’s Board meeting. Most of the agenda is based around Fair.

FINANCIAL REPORT: Review of revenues and expenditures.

The Fairs bottom line is at a deficit of \$12,830.00. There is still a lot of revenue coming in from April events and another Gun Show which will bring up the bottom line, there are some expenditures that the County will be taking care of for us.

MANAGER'S REPORT: Maintenance and repairs – The patio project is half finished, the ground work should be finished this weekend and the pavers come in the 23rd of May.

The emergency lights have been installed. The replacement of the Caretaker residence is being worked on, Greg will be helping with it.

The generator was tested to see what it takes to power the main building. The wiring and breakers are old and it is difficult to get the entire building powered. The generator that the County brought out was able to power lights,

outlets and septic, however it would not power the kitchen. Commissioner Pope requested a report from DC Electric. Tina will get one from them. Commissioner Pope is still trying to find the appropriate generator for the fairgrounds.

Events & Building usage- The Quilt College went well.

The Flea Market went well and Deb turned in a report.

The Master Gardener Plant Sale made \$43,500.00 and had a large attendance. The Board discussed the need for them to have a better parking plan for next year.

The Perrydale Parent Club dinner auction made \$20,438.50.

The Good Sam RV Rally was small, their numbers are dwindling and they won't be holding their Rallies at the Fairgrounds in the future.

Spring weigh-in is this weekend.

The Gun Show tables are filling slowly this year

Dept. Head Meeting – None

Safety Committee Meeting – No report

OLD BUSINESS: Extension update – Suzi and Tina have met with Superintendents and worked on the schedule and animal placement for the barns. Suzi is working on the changes for the 2016 Fair book. Benny will be at the Fair on Thursday from 10:00am – 2:00pm this year.

Vision Plan update: Anna and Tina met with the Board of Commissioners and presented the basic plan for the new building, they received permission to move forward with presenting it to the Fair Foundation for a capital fundraising project. Anna requested a good drawing to display at Fair.

OFA Recap: Anna, Tammy, Diane and Tina attended the conference in Prineville, Crook County did a really good job of hosting the conference. Diane got a lot of information on the Social media session that she will be using to teach Nikki new ideas for our Facebook page. The Marijuana was a really good session. The OFA cards and date books were handed out to the Board.

Emergency plan update: The emergency plan is done for the most part, Morgan is working on MOU's for the Museum and the bus company and Tina is still working on finding a better aerial map.

MOU w/County: The MOU has been returned with the requested changes. Motion by Tammy to approve the MOU as amended, second by Suzanne. Motion passed unanimously.

Board Training: The Board discussed their options and agreed to move forward with the Strategic and Board Governance on the same day. Tina will set up the Strategic Planning and give the Board a few dates to pick from. Linda suggested that the Board not try to do this before Fair but maybe in September.

2016 Fair update –Entertainment/Stage – Tammy, Diane and Tina met to put in the stage acts, all but one has confirmed they will be here. Tammy suggested entertainment sponsors so that we could bring in bigger acts, she has e-mailed Tina sponsorship templates to work off of for a broader source of sponsor dollars. Anna agreed that the Fair will need to put a value matrix together.

Fair Booths – Are filing up, the Fair Board at this time has one booth. The seniors of Ceres Gleann community will be filling two inside booths with displays and doing demonstrations such as lace making and woodworking.

The Fair Book/Posters is at the printers and should be back any day now. The poster is just waiting for the final entertainment lineup.

Opening ceremony – Tina asked the Board to start thinking about who they would like to honor this year.

Security – Linda will talk to S.A.L.T. and see if they will do the security at the front gate for Fair this year.

Superintendents – The meetings went well, they discussed the free pancake breakfast on Sunday and Parking passes. Radios will be given to the Superintendents on Sunday for the release of projects and clean up, Eric is the designated Board member for the barn area and will also be carrying a radio on Sunday.

Kids Safety area – A grant from the Siletz Tribe for \$3,705.00 will go to purchase car seats, bike helmets, life jackets and photo ID supplies for this area.

Open Class Livestock Shows - The Fair's Vet. Dr. Keck has asked the Fair Board to talk to him before doing any open class livestock shows.

NEW BUSINESS: Board Shirts – The Board discussed wearing the same shirts for Fair, they agreed on three colors – Denim, Red and Orange. For this year they will purchase their own shirts and wear their name tags.

ADD ONS: None

Fair Board recessed into executive session (ORS 192.660) (2a)

The Board reconvened. There was no need for any motion to be made

ADJOURNMENT: meeting adjourned 10:05am

Respectfully submitted by,
Tina Andersen, Manager