

5/21/15

**POLK COUNTY FAIR BOARD**

**POLK COUNTY FAIRGROUND - RICKREALL, OREGON**

**REGULAR MEETING – May 21, 2054**

**PRESENT: Fair Board:** Diane Bishop, Nita Wilson, Randy Sitton, Linda Lambert, , Suzanne Burbank **Absent :** Anna Scharf, Eric Setniker **Staff:** Tina Andersen, Jason Groshong **Tenant/Partner –** Suzi Busler (OSU Extension) John Walton & Pat Letsch (PCLA) **Guest:** David Lee (OHSET)

**MEETING CALLED TO ORDER –10:00am**

**APPROVAL OF MINUTES:** Motion by Suzanne second by Diane, to approve the April minutes. Motion passed unanimously.

**PUBLIC COMMENTS –** David Lee from Oregon High School Equestrian Team told the Board that he has been volunteering to work up the arena and wants better equipment to work it up, he stated all of our equipment is garbage and it needs to be replaced and doesn't feel they should have to bring their own equipment. Tina let him know that the fairgrounds is not a horse facility and has very little revenue stream tied to it, the arena does not have expensive equipment to maintain it. He was under the impression that the County had given the fairgrounds a pot of money for equipment that had not yet been purchased. Tina explained to him that the little money the county was able to give went to the ice machine in Main Building which is the largest revenue stream on the fairgrounds and that she had asked Ag West to bring out equipment to work up the arena which they did but that OHSET had refused it. Tina and Linda will work with Josh from OHSET to see if an affordable piece could be purchased. Several years ago Dean Anderson came to the Fair Board with a proposal to allow OHSET to use the arena for their three fundraisers and allow their members open ride at no charge and in return they would maintain the arena for themselves and 4-H. They have been bringing in their own equipment since then. The MOU is still the same as it was then and has been signed again this year by OHSET. The Board suggested writing a letter to Mr. Lee reminding him of the original agreement and that it still stands. Tina will contact the person in charge of OHSET and let them know of Mr. Lee's concerns.

**TENANT/PARTNER COMMENTS –** None.

**CORRESPONDANCE –** None

**LIASON REPORTS – PCLA –** The weigh-in went really well.

**Fair Foundation –** Their last meeting was cancelled and has not yet been rescheduled

**PECAN –** No report

**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 \$23,497.00. 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 –** Jason reported that maintenance is maintaining, he has asked for a bid to replace the doors on the South side of the Main building. The County has been out to look at the water main again and has hired Pederson Plumbing to fix it. Randy asked about the generator. The larger one is not on the fairgrounds yet and Tina doesn't expect it until the next fiscal year since it will be expensive to hook up.

**Events & Building usage-** Gem and Mineral Show went well, Quilt Show went very well, Spring weigh-in was full,

The Flea Market was well attended.

The Good Sam RV Rally went well but was much smaller this time and they have decided to move off of Mother's Day weekend in order to get more people to attend which is good for the M.G. Plant Sale, it will really help their parking.

The Master Gardener Plant Sale went really well they grossed \$34,000.00 and were happy with the new area. Tina and Darrell met to go over items that need to be done for next years plant sale.

The Perrydale Parent Club dinner auction was well attended but we don't know what they made yet.

The Board agreed to change the office hours for summer to 8:00am – 5:00pm June – August.

The Gun Show is set and ready to go, the new law does not effect the June show but may effect the shows afterwards. Tina is in contact with the State Police and making sure that all vendors are aware of the new law.

**Dept. Head Meeting** – None

**Safety Committee Meeting** – No report

**OLD BUSINESS: Extension update** – Suzi put out a survey to 4-H on the possibility of having Jesus do a breakfast buffet on Sunday morning and got a pretty good response. Tina will ask Jesus if he is willing to do it. OSU and the Fairgrounds are working on updating the MOU. Their budget hearing will be May 27<sup>th</sup>. They are working on items to hold displays since the wire racks may not be available for them this year. There were a lot of animals at weigh in this year; 16 beef, 50 sheep, 92 pigs, 18 goats, 36 pens of rabbits, 25 pens of chickens and 35 turkeys. There are three diseases that may effect the Fair this year: Equine herpes, PEDv and Avian Flu. Suzi is working on getting a Veterinarian student from OSU to do a presentation on bio-security. Suzi went over the new schedule that has been put together and the Board endorsed the new schedule.

**2015 Fair update** – Schedule – Suzi has worked really hard on getting the new schedule in place and all the judges rescheduled and confirmed.

**Entertainment/Stage** – Anna and Tina met with Randy from Tech Audio and have moved the stage to the playground area behind the caretaker resident; Tina spoke with the County and got permission to open up the fence to get entertainers in behind the stage. Tina went over the entertainment lined up for the stage, grounds and arena.

**Fair Booths** – Are very difficult to fill, Suzanne suggested that we start looking for other things to fill up the Main building with, leave the loyal vendors that we have and find something fun and exciting to put in the rest of the area.

**Volunteer groups** – Tina asked the Board to let her know of any volunteer groups looking for fundraisers, the parking crew from the last few years was not able to come back this year and it has been difficult to find help, at this time the Saddle-ite will be doing the parking on Thurs. a softball group on Fri. and Sat. is still not filled.

**The Fair Book** is printed and back already, the Board will work on getting them distributed. 2,000 copies were printed.

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

**Security** – The Sheriff Dept. is going to help with the evening security again this year and a guard has been hired for the front gate. It may be in the best interest of the Fair to double security for Sat. night, Tina will check with the Sheriff Dept.

**Disease control** – The Fair works closely with OSU Extension and the State Vet. on this issue, at this time Virkon S and Synergize are the disinfectants being used.

**Superintendents** – Applications for Superintendents are in, we are still in need of help in Photography, Fine Arts & Poetry.

**NEW BUSINESS:**

None

**ADD ONS:** None

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

The Board reconvened. Motion by Nita to accept the Superintendant applications as presented, second by Suzanne. Motion passed unanimously.

**ADJOURNMENT:** meeting adjourned 9:35am

Respectfully submitted by,  
Tina Andersen, Manager