

6//18/15

**POLK COUNTY FAIR BOARD**

**POLK COUNTY FAIRGROUND – RICKREALL, OREGON**

**REGULAR MEETING - June 18, 2015**

**PRESENT: Fair Board:** Eric Setniker, Linda Lambert, Nita Wilson, Anna Scharf, Diane Bishop, Randy Sitton **Absent:** Suzanne Burbank (excused) **Staff:** Tina Andersen, Jason Groshong **Tenant/Partner:** John Walton, Pat Letsch (PCLA) Suzi Busler (OSU Extension) Barbara Nichols (PECAN) **Guest:** Ray Steele

**MEETING CALLED TO ORDER – 8:00am**

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

**PUBLIC COMMENTS:** None

**TENANT/PARTNER COMMENTS –** None

**CORRESPONDANCE:** None

**LIASON REPORTS: PCLA –** None

**Fair Foundation –** Meets next Wednesday June 24, 2015

**PECAN –** None

**Ag First –** Getting ready for Fair, next meeting is today after the Board meeting

**FINANCIAL REPORT:** review of revenues and expenditures.

The Fair's bottom line sits at a deficit of \$20,292.00. We have good revenue coming in for June, Tina has met with Greg Hansen ( County Administrator) and gone over expenses that will be paid by the County. The State has increased the County Fair payments, starting January 2016 from \$50,666 per year to \$56,666 per year for the next two years. Anna asked that a letter be put together and sent from the Board thanking those on the Ways and Means Committee.

**MANAGER'S REPORT: Maintenance and repairs –** Jason reported that he is doing just routine maintenance at the moment and waiting for the new budget so that he can spend a little money. He has been working on bistro tables for Fair made out of recycled tables. The water valve is still in the process of finding the right company to fix it, the County is helping with this. The County is still also working on a generator for the Fairgrounds, one that will run the whole grounds. Anna asked Tina to check with ODOT on the paving of Hwy 99, and the conflict with the Fair or other events held on the grounds.

**Events & Building Usage –** The Birthday party held May 23<sup>rd</sup> left a large mess, they ended up losing \$1,200 of their deposit. The Flea Market and Auto Swap meet were packed and had parking problems again. The Guns Show was slow; the weather was really nice revenue was down about \$800.00, \$400.00 of that was at the door. Revolution Pro will be holding a wrestling match on June 27<sup>th</sup>, they booked so late that our security company was not able to be here, we have hired Advanced Security out of Salem, they charge the same price.

Arena follow up – Tina spoke with Greg Hansen again and there is still some money to buy a piece of equipment as long as we are buying it for the Fairgrounds and not OHSET, which means our tractor must be able to pull it at 55 horse power. Last weekend the arena was worked up with our equipment by Scott from ODOT with the help from Rich of Rickreall Fire Dept. and was ready for the kids to ride in on Monday morning. It is a slow process to do it with our current equipment, however if you know how to operate equipment and go slow it can be done. Tina has spoke with OHSET and they will keep up on it and do the practice side..

**DEPT. HEAD MTG. –** None

**SAFETY COMMITTEE MTG. –** No update

**OLD BUSINESS: Extension Update** – The Fair is in their budget as before. The 4-H book is online, they are expecting 2,200 – 2,500 entries this year. Suzi is still working on bio-security and getting someone to put on a class before the Fair. The Fair Book has the statement that we may have changes to the animal displays and the ability to bring your animal based on the State Vet recommendations. Suzi is working on some educational and fun things for the kids to participate in if we aren't able to have their animals at the Fair. The Fair 101 and the Superintendent meetings are scheduled. Anna suggested that Suzi check with Linn Co. for wire displays, they were given a grant to buy them and we may be able to borrow them. Tina said to let the Fair know if they need to be picked up or taken back, they can help with that.

## **2015 Fair Update**

**Maps** – Draft maps were handed out to look at while discussion the changes. Not everything has been confirmed yet.

**Opening Ceremonies** – Will be Thursday at 1:00pm on the Les Schwab stage. The Board needs to think about anyone that will need to be honored. Phoebe Jacobs will be singing the National Anthem for us. She is a student of the France School of Dance.

**Booths** – Booths are filling slowly, the BOC has decided not to have a booth this year.

**Farm Bureau Banners** – Anna spoke to the Polk County Farm Bureau and they agreed to buy the American Farm Bureau banners that go in each barn for the Fair, they will have their name on the bottom of them. It is a \$580.00 donation.

**Livestock Association Request** – A request which has been made part of the permanent record was received from PCLA requesting a reduction in the price they pay for buyers to get into the Fair, to half of the price of each ticket. A supporting document which has been made part of the permanent record which was put together by the Fair staff showing what the other Fair's in Oregon do for auction buyers. The Board discussed it, Anna was concerned about the amount of tickets that are sent out and not used by buyers but given to other people, John said they have been working on that and the number of volunteers that get into the Fair. Motion by Nita to honor the request for half price tickets, second by Eric. Suzanne voted by proxy, a yes. Motion passed unanimously.

**Waste Management** – Ray spoke to Claude White and he is willing to donate the equipment and drivers as long as he has the volunteers to do it, if not we will need to pay minimum wage. The drivers will need to come into the Fair Office to fill out a volunteer form. He requested that the manure all be put to the East of the horse barn of Sunday. Ray has also talked to Ron Quirring, they have planted peas in the field and harvest will be done before Fair. Ray suggested that we take a water truck through the field to help with fire conditions. Tina will check with Rickreall Fire and see if they can come out and do it.

**Bio- Security** – There will be no waterfowl at the Fair this year due to the Avian Flu. The IAFE is working on education and fun items for those areas so that the kids can still participate. It may also include swine and horse. John questioned the throat swab for the poultry, and whether we were doing it or not. Tina will check with the State Vet.

**American Here & Safety Fun Zone** – Since the Farmer Market that the staff was working on with the Bounty Market won't be able to be put together this year the Fair staff moved on and are working on an American Hero area in the Main Building for all military. A Safety Fun Zone is being put together in the kids area with car seat safety, the fire house, ODOT, Pacific Power and others.

**Kids Area** – Will have Barn Yard Adventures, a hands on farm fun area, Dr. Solar and his oddities museum, the American Thunder Monster Truck, obstacle course and Tina is still working on getting bouncy houses in that area. Home Depot will not be at the Fair this year. Anna suggested a few other places and John suggested Wilco may have a display for kids that would work at the Fair.

**Beer Garden** – Anna is working on home brew displays and demonstrations, Rouge Ales and Wineries for the old 4-H Building. She is also working on one for the Rodeo Thurs. evening.

**Sponsorship** – Wal Mart has sent \$1,000.00 for the kids area and the Mid Valley Quilt Guild gave \$384.00 for the Textile area. Sponsorship is up this year and a request is still in for Spirit Mountain for the Rodeo.

**Board Jobs during Fair** – Tina asked the Board to start thinking about the jobs they would like to do during the Fair; they will be assigned at the next Board meeting.

**Freezers for ice** – The Fair will be bagging their ice this year and was looking for freezers, however the decision has been made to use the walk in freezer and share it with Jesus.

**Smoking** – Anna asked Tina to check with Polk County Service Integration for more no smoking signs and make sure that include e-cigs.

**Sunday Breakfast buffet** – Anna was concerned about Jesus losing money if everyone who said they were going to buy breakfast doesn't actually do it. She suggest doing pre-sale tickets, she is willing to help sell these for Jesus, she wants to make sure Jesus doesn't loose money. The Board agreed.

#### **NEW BUSINESS:**

**Master Gardener Projects** – The Master Gardeners will no longer be doing projects on the fairgrounds, their garden in Independence is taking all of their time and resources. Tina and Suzi will be working with a youth organization to take over the orchard and grapes and the fairgrounds will take over the rose garden. They still want use of the office in the floral buildings and their storage building outside of the floral building since they are home to plant sale items.

**ADD ON – Fair Books** – Tina asked the Board to help get out the Fair Books

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

**ADJOURNMENT:** Meeting Adjourned 9:50am

Respectfully submitted by,  
Tina Andersen, Manager