



Bonner County Fair Board

Meeting Minutes

Monday, August 5, 2024 @ 5:30 p.m.

Bonner County Fairgrounds

4203 N Boyer Road, Sandpoint

1. **Meeting called to order** At 5:30 PM by Chairman Tim Mahan
 - a. Members Present: Chairman Tim Mahan, Vice Chair Jody Russell, Quentin Ducken, Tawnya Johnson, Laya Bleckwenn, Gail Curless and Ben Wood Office Staff: Taylor, Mark, Chris
 - b. Absent: None
2. Gail made a motion to table action item #5 until later time
3. **Executive Session:** Laya made a motion to enter into Executive Session under Idaho Code 74-206- 1-B Personnel; Idaho Code 74-206 (1) (D) Records Exempt. Quentin seconded the motion. Roll Call Vote:
 - a. Tawnya - Yes
 - b. Quentin - Yes
 - c. Laya - Yes
 - d. Gail - Yes
 - e. Jody - Yes
 - f. Tim - Yes
 - i. Ben entered into executive at the beginning after roll call vote.
4. Action Item: Discussion/Decision from executive session Gail made a motion to allow Mark to proceed as discussed in executive session. Tawnya seconded the motion. The motion passed.
5. **Public Comment:** *time limit of 3 minutes
 - a. NONE
6. **Action Item: Discussion/Decision Regarding Approval of Fair Board Minutes**
 - a. **All minutes were tabled until September due to a technology issue. See motion above.**
 - b. Meeting July 8, 2024
 - c. Special/Executive Meeting July 15, 2024
 - d. Special/Executive Meeting July 29, 2024
7. **Financial Report: Treasurer Samantha Schmidt - All financials will be approved for July at the September meeting due to the meeting being early. This will be on September's meeting**
 - a. Checking/Savings balances
 - b. Profit/Loss for July
 - c. Current Financial update
 - d. Bank Statements reconciliation for July
 - e. Action Item: Discussion/Decision Approval of All Financial Report from Treasurer
8. **Approval of Bills**
 - a. Action Item: Discussion/Decision Regarding Fairground/Rodeo Bills -

Gail made a motion to pay all bills on the list. Laya seconded the motion. The motion passed.

- b. Action Item: Discussion/Decision Fairground and/or Rodeo-related reimbursements
 - i. Ben made a motion to pay #3117.50 for security services for rodeo. Laya seconded the motion. The motion passed.
 - ii. Laya made a motion to reimburse Chris Larson \$400 for Clothing per the policy. Quentin seconded the motion. The motion passed.
 - iii. Laya made a motion to spend up to \$3500 for dumpsters for the fair. Gail seconded the motion. The motion passed.
 - iv. Laya made a motion to spend up to \$10,000 for Alcohol. Bend amended the motion for up to \$15,000 for Alcohol. Gail seconded the motion. The motion passed.

9. Agency Updates

- a. 4H Update - Gena Gibson - See handout
- b. Rodeo Update - Levi Irish
 - i. Rodeo was great. Saturday night was very loud and into the event. The PRCA and contractors were happy with the ground and things ran smoothly.
 - ii. Action Item Discussion/Decision Rodeo (If needed by Rodeo) - None
- c. Facility Update - Chris
 - i. AC is in the beef cooler. 4-H help set up the Holly Barn
- d. Office Update - Mark
 - i. Cash handling procedures were followed for the rodeo and all signed. Office is transitioning from rodeo to fair.

10. Correspondence

- a. Thank you & appreciation from Cedar Hills Church

11. New Business

- a. Action Item: Discussion/Decision Fair Vet Check Standards
 - i. Lactating dairy cows must have a blood test prior to vet check. This is a federal requirement. Much discussion was had on steers with warts and how they should be handled. Ben made a motion to allow animals that have been treated or actively being treated come to the fair this year since we are a week from fair. Gail seconded the motion. Roll Call vote:
 - 1. Tawnya - Yes
 - 2. Quentin - Yes
 - 3. Laya - No
 - 4. Gail - yes
 - 5. Ben - Yes
 - 6. Jody - Yes
 - 7. Tim - No
 - 8. Motion passed.
- b. Action Item: Discussion/Decision Danette - NWBHA04 - Danette presented a check to the fair for \$615 for our portion of the agreed upon amount from the event. They have 1 more event on September 7th.

- c. Action Item: Discussion/Decision Copy Machine Contract - We need to renew our copy machine lease. Quentin made a motion to get a new copier contract with Kelly Create for \$378/mon for 3 years. Gail seconded the motion. The motion passed.
- d. Action Item: Discussion/Decision Porta Potty at Vet Check-In - Laya made a motion to get a port-a-potty with hand sanitizer. Gail seconded the motion. The motion passed.
- e. Action Item: Discussion/Decision Alcohol Sales - Gail made a motion to approve liquor sales from \$6 to \$8 and doubles from \$12 to \$15.. Ben seconded the motion. The motion passed. Ben made a motion to get all things for the bloody mary's and mimosa's for up to \$600. Quentin seconded the motion. The motion passed.

12. Old Business

- a. Action Item: Discussion/Decision Update on fair events for each night/contracts
 - i. Ranch Sorting - Mark Powers has this all handled and good to go
 - ii. Octane Addiction - This is all set and ready, but still have not cashed their initial check. They have received it.
 - iii. Extreme Broncs - Feed is ordered. Al Parsons and Eddi Fox's contracts are signed. Stock will be here Monday.
 - iv. Concert - Everything is good to go. Did not get a cancellation fee from Best Western for not keeping our reservations.
 - v. Demo Derby - Contract was signed and we are ready to go.
- b. Action Item: Discussion/Decision Vendor/Food Vendor Update - All Vendors and food vendor spots are taken and there is a waiting list.

13. Other Business for future Items

- a. **None at this time.**

Next regular meeting, Sept 9, 2024 at 5:30 PM