



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm, July 15th, 2024
1280 S. Main St., Prineville, OR 97754
Telephone 541-447-6575

The regular meeting of the Crook County Fair Board was called to order on July 15th, 2024, at 5:30 p.m. by Vice Chair Mike Kasberger.

ROLL CALL/BOARD MEMBERS ATTENDING

- Mike Kasberger, Vice Chair
- Stanley Flynn
- Casey Kaiser
- Linda Cross
- Linda Smith

STAFF ATTENDING

Haley Crow, Administrative Assistant

GUESTS: none.

MINUTES:

Stanley motions to accept the June 17th 2024 Board meeting minutes as presented, Linda S seconds the motion, Linda C abstains due to not being present for the meeting, the motion carries.

PUBLIC COMMENT(S):

No public comments.

PRESENTATIONS/DISCUSSION ITEMS:

- **Naming and Pricing of the new Jockey Building** (Project is finished, there is a key to the front and back door. Haley presents a list of names that were suggested by the public as well as in-house recommendations. She recommends following the best practice of not naming the building after a person or family. The Board wants to choose a name that references the local environment and is on-theme with our other building names. Haley recommends a price for the facility that lies between Lookout Mountain Building and Grizzly Mountain Pavilion.)
 - **Name: Caldera Building**
 - The Board recommends “Caldera Building” as the name for the new facility. There will be an official vote at the next meeting.
 - **Price: \$250/day**
 - Casey K makes a motion to set the pricing for the new jockey facility (name pending) at \$250/day, Linda C seconds the motion, the motion carries unanimously.

September 16, 2024

- **Open House/Ribbon Cutting**
 - Having the Fair PERK at the Caldera Building
 - Have an official ribbon cutting/open house after Fair
- **Funding Committee Meeting on the 23rd** (the Board recommends Casey Kaiser as an alternate for the Funding Committee should Mike McCabe not be present)

BOARD MEMBER REPORTS:

- **Stanley F:** groups to run the carnival games at Fair have been secured, still waiting on one group to respond about Thursday
- **Casey K:** none
- **Linda C:** we are starting to get volunteers rounded up and things pulled out for Fair. We will need to contact Becky at Prineville Produce for the melons to use at the watermelon-eating contest
- **Linda S:** Vets Breakfast is ready to go, and I am ready to start working on the vendor layout
- **Mike K:** none

ADMINISTRATIVE ASSISTANT'S REPORT – Haley

- **Fair Updates**
 - \$55k in sponsorships so far; there are a few sponsorships open if Board members would like to go out and find sponsors to fill those
 - Fair posters & BBQ flyers were posted around town this morning
 - Classic Fair Games are getting finished up; all supplies and booths have been ordered
 - Fair schedule is mostly finished
 - A-frame signage and banners will be ordered this week
 - Almost all vendors have paid; we have 6 or 7 vendors on a waiting list that we will contact once the layout is done
 - We have ads placed in Your Round-Up and on local radio stations
 - Everyday Ag program is being handled by the Extension Office – there will be a scavenger hunt for guests to complete and educational signage around Fair
 - Hotel rooms are booked for entertainment and judges
 - Contracts are signed and submitted for payment for entertainment
 - Ordered new Fair Board badges and Superintendent badges and aprons for the Supers
 - We will be meeting with Tammy from Cantastic to talk about the barrel races
 - Jay, Casey, and I created a camping map
 - Fair map is almost finished
 - Phil's Hardware donated a Blackstone for this year
 - Glenn Ness is painting a mural on our grounds in the Fair theme as a photo op and strolling acts. He'll be painting that the week before Fair
 - Volunteer needs: unlocking & manning the JR for morning showers (7am-9am), cleaning & organizing banners before & after Fair
 - Emergency Plan Update: hoping to get together with the Sherriff's Dept. to create an updated one
 - Fair Booth at CROP Farmers Market 10am-2pm on the 22nd – will need to bring own tent
 - EDIT: it's the 20th not the 22nd

FINANCIAL REPORT - Haley

- Still waiting for the June financials from Finance
- \$2M and Jockey Room Project reports are updated and in your binders
 - Top section of Jockey Report are costs that are part of the bid, the bottom section is what the Fairgrounds will need to pay for using the \$2M grant
 - \$1.167M is spent of the \$2M

September 16, 2024

- Tom Hinkle & Rich Barr redid the Fire Lookout building for our parking crew to use at Fair, so there are costs associated with that on the list

MANAGER'S REPORT – N/A (Casey not present)

ACTION ITEM(S):

- a. June minutes were approved.
- b. Pricing for the new jockey facility was approved (name pending).

Meeting was adjourned at 6:09 p.m.

Next Regular Meeting Date: October 21st, 2024 @ 5:30 p.m.

Respectfully Submitted,
Haley Crow
9/16/2024