



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm, May 20, 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 May 20th, 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

STAFF ATTENDING

- Casey Daly, Manager
- Haley Crow, Administrative Assistant

GUESTS: Eric Blaine, Crook County Legal Council

MINUTES:

Linda C motions to accept the April 15th 2024 Board meeting minutes as presented, Stanley seconds the motion, the motion carries.

PUBLIC COMMENT(S):

No public comments.

PRESENTATIONS/DISCUSSION ITEMS:

- **Alcohol Policy - Eric Blaine:** If there is an event where alcohol is served and the Fairgrounds endures additional expenses (security, damages, etc.), the required cash deposit would be used to cover those expenses. This process encourages good applicant behavior, and renters to work on creating a good reputation for themselves and their events. The facility fee is for normal operating expenses. I would hesitate to hold a deposit for “lying” about the amount of attendees, if alcohol is present without permission, or if the police get called to the event. I would say that in the instances where there is a bad actor but no actual expenses to the Fairgrounds, that the Fairgrounds chooses to raise the cost of the event or deposit the next time that renter wants to book.
 - The Fairgrounds has the ability to charge an event host more than the listed fee schedule due to historical bad behavior; or deny a rental entirely.
 - Linda C motions to approve the alcohol policy as presented, Stanley seconds the motion, the motion carries.
 - Haley will send the current contract to Eric and will work together to update the contract with the new alcohol policy.

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- **Update Roping Policy at Fair – Casey D:** It’s been quite some time since we have banned roping at Fair, but we need to update our policy.
 - Casey K motions to update the roping policy to prohibit roping anywhere on the Fairgrounds except when specially designated by the Fairgrounds Manager or Board of Directors or designee, Stanley seconds, the motion carries.

BOARD MEMBER REPORTS:

- **Linda C:** Becky at Prineville Produce says she is willing to provide the watermelons but cannot run the contest itself. We can let her know how many we need... What if we used chits or tokens for ice instead of cash so there isn’t any money being handled in the Volunteer Booth?
- **Casey K:** none
- **Stanley:** none
- **Mike K:** none

ADMINISTRATIVE ASSISTANT’S REPORT – Haley

- **Fair Updates**
 - Almost full on Fair vendors, I need to do a rough layout to determine space
 - Close to 48k in sponsorships, about 79% to the goal of 60k
 - The Library is having Sanoma Blakeley do a talk and sell her book Thursday and Friday mornings, and they will also bring their Bookmobile to give away free books.
 - Stanley is the new Classic Fair Games lead. He will find the civic booths to man them (one group per day, and we will split the profits with them 50/50). Two games: ring toss and ping pong ball toss. Games will be built in-house. Prizes need to be ordered.
 - Casey Kaiser will be the Fair Contests lead, making sure things are ready up for each contest.
 - Posters are ready to be hung at businesses in town (Linda C will distribute a good number of them)
 - CROP Farmer’s Market sponsorship – we can have our logo & info at every market and then a free booth sometime in July to solicit volunteers?
 - Stanley motions to do the CROP Farmers Market “Cow” level sponsorship for \$325, Casey K seconds, the motion carries.

FINANCIAL REPORT - Casey

- April’s financials were not ready in time for this meeting, but the \$2M update, and the Jockey Room project. Our portion of the Jockey Project is at about \$19k; these are invoices not covered in Marshall Bex’s bid. The Jockey Room will be available for use during Fair.

MANAGER’S REPORT - Casey

- The lid, electric, and plumbing are being done on the Jockey Room.
- Dennis Ralls will return to work on June 14th.
- Eagle Roofing (now owned by a new company) who did the membrane roof in the IA kitchen is not willing to replace or repair the water damage from the roof. Eric Blaine is going to author a letter to Eagle asking them to honor the warranty and fix the roof.
- The new forklift is here.
- We bought 40 more sheep/goat/swine pens for Fair.
- We were granted \$172k from HB3410.
- OFA conference is October 17-19th.
- The County will be taking on the rental fee waiver process.
- 4 non-revenue generating events in May: Boots & Roots, swine/sheep/goat weigh-in, Prineville PD training, BTI driver training

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- Crooked River Roundup is on the last year of their contract, so we will need to form a committee to decide who will be responsible for that negotiation process.

ACTION ITEM(S):

- a. April minutes were approved.
- b. New alcohol policy was approved.
- c. Roping at Fair is banned unless otherwise designated.
- d. CROP Farmers Market sponsorship approved for \$325.

Meeting was adjourned at 6:19 p.m.

Next Regular Meeting Date: June 17th, 2024 @ 5:30 p.m.

Respectfully Submitted,
Haley Crow
6/4/2024

June 4, 2024