Bonner County Fair Board
Regular Meeting Minutes
October 13, 2026 @ 5:30 p.m.
Bonner County Fairgrounds
4203 N Boyer Road, Sandpoint, ID

1. **Meeting called to order -** Vice Chairman Glenn Baumann called the meeting to order at 5:35 pm
   a. Members Present: Vice Chairman Glenn Baumann, Tawnya Johnson, Zach Spohn, Nathan Carroll, and Audra Savage (Absent Chairman Ben Wood and Sarah Mitchell)
   b. Fair Staff Present: Fair Manager Staci McBrayer, and Events Coordinator Carli Giard
   c. Staci asked to amend the agenda:
      i. Move 6 New business to 7 and add Agency updates to 6
      ii. Move 8a Ranch sorting Payouts to after Horse Camp Contract
      iii. Move 8b MEB Sports Contract Rates to after Horse Camp Contract

Zach made a motion to amend the agenda moving 6 New Business to 7 and adding Agency Updates to 6 (a.4-H Update, b. Rodeo Update, c. Fair update). Tawnya seconded. Motion passed.

2. **Consent Agenda - Action Item** – Zach made a motion to approve the consent agenda as presented. Tawnya seconded. Motion passed.
   a. 9.14.2026 RV Campground Fee Hearing Meeting Minutes
   b. 9.28.2026 Operations Meeting Minutes
   c. 9.2.2026 Rodeo Meeting Minutes
   d. Highland Cow Photobooth Christmas Craft Fair Contract
   e. Farm and Forest Field Trip Venue Rental Contract
   f. Inland Northwest Fireman's Ball Venue Rental Contract
   g. Firetruck Pulling Contest Venue Rental Contract
   h. Ducks Unlimited Banquet Venue Rental Contract

3. **Financial Review & Updates**
   a. Bank Account Balances – Money Market has $599,306.19 and checking has $429.43
   b. Budget Updates - Currently have a budget for last year. We go to print on November 20th for our P&L. Staci is going through every line item for correct categorization. It will be completed by October 30th and will be given to the board for approval on November 9th.
   c. Action Item: Discussion/Decision Regarding Fair/Fairgrounds/Rodeo Bills & Reimbursements – Total bills are $8,825.79 and total reimbursement to Jolene for the rodeo Canva subscription for rodeo is $120.
      i. Zach made a motion to approve paying the bills. Tawnya seconded. Motion passed.

d. Action Item: Discussion/Decision: Approval of Financial Statements – Zach made a motion to approve the 9/30/2026 balance sheet and income statement as presented. Tawnya seconded. Motion passed.

4. Correspondence - None

5. Public Comment: * LIMIT TO 3 MINUTES* - None

6. Agency Updates *ENDED

a. 4-H Update – Gena gave the update
   i. Next 4-H Leaders Council meeting will be Monday, October 19, 2026, at 6pm
   ii. 2026-2027 4-H enrollment is now open through zSuite
      1. Enrollment deadline is December 15, 2026, to be eligible for top awards and participation in a market animal project
   iii. Next HLC meeting is Wednesday, November 4, 2026, at 5:30pm
   iv. Next Market Animal Livestock Committee meeting is Wednesday, October 21, 2026, at 6pm
b. Rodeo Update – Items to be brought up later in the meeting
c. Fair Update – Staci presented
   i. Since the last meeting there has been another water theft incident. A male was driving a black Chevy pickup filling a 500-gallon water tank at the dump station. It was reported to Sandpoint PD per legal, and the construction company that the individual worked at was contacted and advised to not source free water from the fairgrounds. There are 2 signs that have been ordered to post at the dump station.
   ii. Staci and Carli where both approved for a $500 scholarship each from RMAF. It will cover registration and then some hotel expense. The check has been received and deposited
   iii. Alcohol permit reporting for Sandpoint Arena Cross was completed 10/6/26.
   iv. There was an additional complaint on the shavings pile, via a complaint the BOCC. KG&T offered to remove the pile, but they could not until November. Staci made a call to them, and they expedited it and had it removed within a week. Next year there are plans to have them leave a trailer out here directly in front of the beef barn to be dumped into and then trailered right out.
   v. The facilities director has offered to allow her maintenance team to come out here and help us during the week when they are sitting idle. That gave us 3 more people to help Justin and Will.
   vi. We have a Sandpoint High School work study student helping 5 afternoons a week. Benjamin Palmer is here about 2 hours afternoon helping.
   vii. Water is shut off in all barns for the winter
   viii. RV park bathrooms have been winterized and shut off.

ix. RV dump station water has had the hose removed and we are waiting for it to be shut off
x. RV Park daily rentals end the 15th so winter camping can start
xi. We currently have 6 winter camping contracts
xii. Christmas Craft Fair vendors have been selected and invoiced
xiii. The Legacy Gala tickets and tables went live last Thursday, and we have already sold one table, and have others interested in buying 3 tables but want to pay cash.
xiv. The food bank fundraiser was held this past weekend in the MEB
xv. The Ducks unlimited banquet will be held on November 7th

7. New Business:

a. Action Item: Discussion/Decision – 2027 Horse Camp Contract -
   i. There was an error the date says 2026 it should say 2027
   ii. Carli has been advised that when writing out contracts to write out what the established fee system cost is and if the party wants a reduced cost they can come to the board and ask
   iii. Kimber came to the board and asked for a reduced cost for the week of horse camp
   iv. BOCC had made comments on pricing not increasing within the last 2 years
   v. Discussion was made on a 50% increase from the previous year
   vi. Tawnya made a motion for the 2027 Horse Camp rate to be $6,900. Zach seconded. Nathan made a motion to amend the motion to reflect the full amount at $29,715 and give a discounted rate of $6,900. Tawnya seconded. Motion passed.
b. Action Item: Discussion/Decision – Painting MEB Static Display Walls
   i. Walls have been stored outside in the pig barn they are very dirty
   ii. 3 different quotes where found $1,319.80 plus temp oil surcharge and tax
   iii. They are now stored inside
   iv. Nathan advised that painting them would not work if they are OSB
   v. Tawnya made a motion to table the discussion of painting the MEB Static walls. Audra seconded. Motion passed.
c. Action Item: Discussion/Decision – 2026 Camp Host Final Payment -
   i. Per contract if everything goes well the camp host gets $400
   ii. She did leave last Tuesday which is 10 days early
   iii. There are 4-6 campers that are being monitored by staff
   iv. Zach made a motion to pay our campground host for final payment of $400. Tawnya seconded. Motion passed.
d. Action Item: Discussion/Decision – 2027 Fair Ribbon Order
   i. Last year we spent $3,630.98 on ribbons
   ii. There is an opportunity to get a 20% discount if ordered By October 31st which would come to $1,841.60 plus freight
   iii. Tawnya made a motion to approve the 2027 ribbon order in the amount of $2,500 to cover the freight. Zach seconded. Motion passed.

e. Action Item: Discussion/Decision – 2027 Sponsorship Packages
    i. Staci proposed to separate sponsorship packages. One for Rodeo and one for Fair. If you are a fair sponsor, you get Fair deliverables only and vice versa.
    ii. Rodeo would also like to add a scale for donations like Fair so people can get their foot in the door.
    iii. Zach made a motion that the Rodeo committee and our fair manager get together and set up a workshop for the sponsorship packages at a later date. Tawnya seconded. Motion passed.
f. Action Item: Discussion/Decision – 2027 Horse Show Portable Toilet Expense -
    i. Gena submitted the horse show porta potty expense of $907 estimate which is the same as last year.
    ii. Zach made a motion to approve the Horse Show porta potty estimate at $907. Audra seconded. Motion passed.
g. Action Item: Discussion/Decision – 2027 Fair Free Entertainment Budget
    i. Last year there was a budget of $40,000 for free entertainment.
    ii. Contracts totaled $34,800 but that does not include hotel rooms
    iii. Tawyna made a motion to approve $44,000 for the 2027 fair free entertainment budget. Nathan seconded. Motion passed.
h. Action Item: Discussion/Decision - 2027 Fair Free Entertainment Vendors – Monkey Business Adventures and The Adventure Zone -
    i. Adventure Zone you get 3 slides, an obstacle course, 2 interactive competitive attractions, a bounce house slide combo, playland, and 2 bounce houses. The 10 attractions cost of $11,100 is good if a contract is signed by November 1st.
    ii. They also have an option to bring in 3 carnival style games for separate pay-to-play use. Each game is $500 for 100 prizes. If you want additional prizes, it's $300 per 100. Or they can charge the public directly and it is $5 to $8 a game.
    iii. Monkey Business Adventures is one attraction for $2,200 for 2 days. Or you can get 45 foot dual-lane obstacle, 16-foot slide, or a 19 octopus slide, and a 25-foot Jaguar for $8,600.
    iv. Zach made a motion that we hire the Adventure Zone company for $11,100 and add pay-to-play games. Tawnya seconded. Motion passed.
i. Action Item: Discussion/Decision - Rodeo Spending Policy
    i. There is an established schedule for the fair manager that says she can spend up to $1,000 per transaction. With a $4,000 budget per month with the exception of $6,000 during fair time.
    ii. There is nothing for Rodeo. It is proposed to be $500 per transaction and a maximum of $1,000 per month with an exception for $4,000 during season
    iii. Staci will write policy and bring back to board for approval.
j. Action Item: Discussion/Decision - Rodeo Meeting Minutes Policy -
    i. Staci will write up a policy regarding the Rodeo subcomittee minutes and bring it to a future meeting.
k. Action Item: Discussion/Decision - 2027 Fair Theme -

i. It will be the 100th year of fair
ii. The Board listed numerous options for a theme. Carli will create a poll on Facebook and Instagram, and bring the top 3 back for the Board to vote on.

l. Action Item: Discussion/Decision - Senior Wall(s) -
i. Tawnya introduced a wall with senior showman can be recognized for their graduation year. They would get a banner on a wall. It would be a vinyl banner 2x3
ii. Staci asked for Tawnya to get a quote on what the banners would look like and the pricing
iii. Discussion was tabled until more information is provided.

8. Old Business

a. Action Item: Discussion/Decision - Ranch Sorting Payout
   a. Lucas Reid made a spreadsheet showing payout for a total of $2,377.50 which would bring the event to a net zero.
   b. Zach made a motion to proceed with Ranch Sorting pay allowances that are presented on the spreadsheet. Tawnya seconded. Motion passed.

b. Action Item: Discussion/Decision – MEB Sports Contract Rates -
   a. Matt Satellite discussed his finalized schedule which comes out to 133.5 billable hours, Tuesday-Thursday, December – March for a total of $5,233.20
   b. Tawnya made a motion to give Sasquatch baseball a 28% discount from $5,233.20 to $3,750 for their proposed schedule that they've submitted. Nathan seconded. Motion passed.

c. Action Item: Discussion/Decision – Accounts Receivable Policy -
   a. The board will be notified of any outstanding balances 90 days past due.
   b. Zach made a motion to adopt the accounts receivable policy. Tawnya seconded. Motion passed.

d. Action Item: Discussion/Decision – Swine Wash Rack -
   a. As of now the wash rack is not made for multi-use. The poles in the swine show ring are rotting and the old goat barn needs work. Staci is looking for board direction on how to proceed with these projects.
   b. Nathan will work with Staci and Justin to get additional quotes on a free-standing building and look into changing the layout of buildings by the swine barn to make them multi-use.

6. Other Business – Zach made a motion to send Nathan to RMAF. Tawyna seconded. Motion passed.

7. Executive Session: Fair Board may meet to discuss the following items under Idaho Code 74-206- 1-B Personnel. Zach made a motion to go into executive session to discuss the following items under Idaho Code 74-206-1-B Personnel and Idaho Code § 74-206-1-D to consider records that are exempt from public disclosure. Tawnya seconded. Roll call vote; Glenn – yes, Tawnya – yes, Zach

– yes, Nathan – yes, Audra – yes. Motion passed. No decision was made as a result of executive session.

8. **Adjournment** – 8:34 PM