



## **Bonner County Fair Board**

Meeting Agenda

Tuesday, October 15, 2024 @ 5:30 p.m.

Bonner County Fairgrounds  
4203 N Boyer Road, Sandpoint

1. **Meeting called to order**
2. **Executive Session:** Fair Board may meet to discuss the following items under Idaho Code 74-206- 1-B Personnel; Idaho Code 74-206 (1) (D) Records Exempt
  - a. Action Item: Discussion/Decision from executive session
3. **Public Comment:** \*time limit of 3 minutes
4. **Action Item: Discussion/Decision Regarding Approval of Fair Board Minutes**
  - a. Meeting September 9, 2024
  - b. Executive Meeting September 16, 2024
5. **Financial Report: Treasurer Samantha Schmidt**
  - a. Checking/Savings balances
  - b. Profit/Loss for September
  - c. Current Financial update
  - d. Bank Statements reconciliation for August
  - e. Action Item: Discussion/Decision: Approval of All Financial Report from Treasurer
  - f. Action Item: Discussion/Decision: Approval of Fairgrounds FY24 P&L and permission to publish.
  - g. Action Item: Discussion/Decision: Opening of Account at Umpqua. Designate Signors.
  - h. Action Item: Discussion/Decision: Approval or/and signing of engagement letter for Zwygart & Associates.
6. **Approval of Bills**
  - a. Action Item: Discussion/Decision Regarding Fairground/Rodeo Bills
  - b. Action Item: Discussion/Decision Fairground and/or Rodeo-related reimbursements
7. **Agency Updates**
  - a. 4H Update - Gena Gibson
  - b. Rodeo Update - Levi Irish
    - i. Action Item Discussion/Decision: 2025 Rodeo Photographer contract
    - ii. Action Item Discussion/Decision: 2025 Rodeo Clown Act contract
  - c. Facility Update - Chris
    - i. Action Item: Discussion/Decision Grounds related needs /purchases
  - d. Office Update - Mark
    - i. Action Item: Discussion/Decision Office related needs/purchases
  - e. Fair recap

## **8. Correspondence**

- a. Letter From Bob Howard
- b. Doris Walker to address board
- c. Elizabeth Peters to address board
- d. Letter from Community Hospice
- e. Request for apology letter to Kat Hunt relating from Fair.

## **9. New Business**

- a. Action Item: Discussion/Decision: NWBHA 04
- b. Action Item: Discussion/Decision: Approval of Contracts
  - i. Winter Camping- Mather
  - ii. Winter Camping- Blue
  - iii. Winter Camping-Plattner
  - iv. Winter Camping-Reynolds
  - v. Facility Use- Preparedness Expo
  - vi. Facility Use- Sandpoint Volleyball
  - vii. Facility Use- SLL Softball
  - viii. Facility Use-Sasquatch Baseball
  - ix. Facility Use- Duck Unlimited
  - x. Facility Use-SARS Ski Swap
- c. Action Item: Discussion/Decision: RMAF Convention
- d. Action Item: Discussion/Decision: Dan Elliott - Tractor Club-Building proposal
- e. Action Item: Discussion/Decision: Sandpoint HS Parking Payment
- f. Action Item: Discussion /Decision: Parking Fees, Passes, Process for 2025 Fair
- g. Action Item: Discussion /Decision: Judges, Superintendents food vouchers for 2025 Fair - Per Diem.
- h. Action Item: Discussion /Decision: Premium payment process for 2025
- i. Action Item: Discussion/Decision: Credit Cards for Home Depot account
- j. Action Item: Discussion /Decision: Utility Bills for Fairgrounds.
- k. Action Item: Discussion/Decision: Proposal for "Operational" monthly Fair Board Meeting.
- l. Action Item: Discussion/Decision: Action Item: Discussion/Decision: CCF Awards
- m. Action Item: Discussion/Decision: Sponsor Dinner Date
- n. Action Item: Discussion /Decision: Sponsor Auction Date
- o. Action Item: Discussion /Decision: 2024 Sponsor Awards
- p. Action Item: Discussion /Decision: Cleaning Contract
- q. Action Item: Discussion /Decision: Manure Pile / IDEQ
- r. Action Item: Discussion /Decision: Circus Luminescence Booking

## **10. Old Business**

- a. Action Item: Discussion/Decision: 2025 Fair Theme
- b. Action Item: Discussion/Decision: 2025 Nightly Events
- c. Action Item: Discussion /Decision: Fair Book Proposal

- d. Action Item: Discussion /Decision: ShoWorks
- e. Action Item: Discussion /Decision: FY2025 Levy Funds Request

**11. Other Business for future Items**

**Next regular meeting, November 12, 2024 at 5:30 PM**