



Bonner County Fair Board

Meeting Minutes

Monday, April 8, 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. Fairboard Members Present: Chairman Tim Mahan, Vice Chair Jody Russell, Ben Wood, Tawnya Johnson, Gail Curless and Laya Bleckwenn
2. **Public Comment:** *time limit of 3 minutes
 - a. Luke Omodt - The auditor for the county this year, Jordan, has reached out to the fairgrounds and is currently working with the county. MEB will be getting wired for WIFI. BoCC would like to have a budget workshop with the Fair Board when they are available. The BoCC has received letters of interest for the open seat on the fairboard. The water at the dump station is currently off and the BoCC would like to meet with the FB to work towards a solution. This could happen at the same time as the budget meeting.
3. **Action Item: Discussion/Decision Regarding Approval of Fair Board Minutes**
 - a. Meeting March 11, 2024 - On item K the word “out” needs to be “our”. Laya made a motion to accept the minutes as written with the change. Gail seconded the motion. The motion passed.
 - b. Executive Meeting April 1, 2024 - Laya made a motion to accept the minutes as written. Ben seconded the motion. The motion passed.
 - c. Executive Meeting April 8, 2024 - Tawnya made a motion to accept the minutes as written. Gail seconded the motion. The motion passed.
4. **Financial Report: Treasurer Samantha Schmidt**
 - a. Checking/Savings balances -
 - i. Fair account - \$248,527.62
 - ii. Checking Account \$ 1,802.20
 - iii. Sweep Account \$ 79,946.72
 - iv. Total #330,276.54
 - b. Profit/Loss for March/Financial update - The ledger now has the information on the memo for further verification.
 - c. Update on Budget to BOCC/PA/Treasurer - Samm did speak with the county Auditor and made a first contact. We are now just waiting for them to contact us a second time to begin getting information from us.
 - i. Action Item: Discussion/Decision Workshop with BOCC on Budget-The meeting was decided at 5:30 PM on April 15th at the fairgrounds.
 - d. Update on Mountain West and Umpqua Signers - Minutes approved date to go to bank to update signers - Accounts at Mountain West have been merged into the one account.
5. **Approval of Bills**

- a. Action Item: Discussion/Decision Regarding Fairground/Rodeo Bills - Ben made a motion to pay the bills. Laya seconded the motion. The motion passed.

6. Agency Updates

- a. 4H Update - Gena Gibson- See her handout
- b. Rodeo Update - Frank Ringer -
 - i. The wrap for the queen's trailer is an in kind trade and is getting done at this point.
 - ii. \$2000 (\$80/Shirt) - The Rodeo committee ordered matching shirts for the flag carriers. They will work on a contract for them to sign as well as come up with a small amount to pay to use the shirts which would help cover the replacement cost (this is still being worked out).
 - iii. PRCA app needs to be paid at \$1800. Frank reported this was a late payment (later verification that the first bill did not include the membership amounts which is why the price had gone up).
 - iv. They will present a budget for both Rodeo and Royalty. This will become a part of the fair budget to be approved.
 - v. Action Item Discussion/Decision Rodeo (If needed by Rodeo) - None at this time
- c. Facility Update - Chris- Gave a hand out of what they had been working on around the fairgrounds.
 - i. Chris gave a quote for lighting and seating for the North end of the outdoor arena to replace the green bleachers that we have had issues with last year.
 - 1. Rodeo Arena Lighting \$74,000.00
 - 2. Exterior Lighting (Parts) \$12,832.00
 - 3. MEB (has 5 yr payback) \$14,373.00
 - 4. The exterior lighting has a \$10,000 incentive payback and the MEB has a \$7,000 incentive. We need to get quotes on the labor to decide if we are going forward with these. Chris will also speak with Christian at Risk Management and Bob Howard at the county to see if they have any way to help with the costs of the new lighting.
- d. Office Update - Maranda & Koni - None at this time.

7. Correspondence-

- a. None at this time

8. New Business

- a. Action Item: Discussion/Decision 4-H adding a freezer to the Rabbit Barn - Gail made a motion to table this discussion until we had more information on placement and room. Laya seconded the motion. The motion passed.
- b. Action Item: Discussion/Decision Update on Audit - we have made first contacts with the auditor. Waiting for them to need our information.
- c. Action Item: Discussion/Decision Cleaning Contract - Gail made a motion to table this until we had information and could get the contract to the attorney for approval. Ben seconded the motion. The motion passed.

9. Old Business

- a. Action Item: Discussion/Decision Update on fair events for each night/contracts - We are still working on the concert
 - b. Action Item: Discussion/Decision Dump Station/Water - Date for workshop with BOCC - April 15th at 5:30
 - c. Action Item: Discussion/Decision Action Item: Discussion/Decision Invoice for resetting phone - We do not have to pay the \$400 to reset the phone. The password was received.
 - d. Action Item: Discussion/Decision Fair Camping - There is still some dry camping available at this time.
 - e. Action Item: Discussion/Decision Swine/Sheep wash rack - Quinten brought up the swine wash rack repair with the drawings. The old wash pens will need to be removed for the new ones to be built. The proposal would be to add an addition off the South side of the pig barn with a covered roof. Ben will contact the Engineer and see what needs to be done or drawn up to get this completed.
 - f. Action Item: Discussion/Decision Commercial Kitchen - We will get Chris on this to see where we are and get the inspector out here for an update.
 - g. Action Item: Discussion/Decision Ribbons, Awards, Buckles - Laya made a motion to buy the 4-H ribbons as requested. Gail seconded the motion. The motion passed.
 - h. Action Item: Discussion/Decision Tail End Horse Show - This was discussed at the March meeting and should have been removed from the agenda.
10. **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. Tawnya Seconded. Roll Call Vote
- a. Tawnya - Yes
 - b. Laya - Yes
 - c. Ben - Yes
 - d. Gail - Yes
 - e. Tim - Yes
 - f. Jody - Yes
 - g. Gail made a motion to exit the Executive session. Tawnya seconded the motion passed. Doors were opened.
11. Action Item: Discussion/Decision from executive session - Tawnya made a motion to proceed as directed in executive. Gail seconded the motion. The motion passed.
12. Action Item: Discussion/Decision Admin 2 JD - Tawnya made a motion to approve the admin 2 and proceed as discussed in executive. Ben seconded the motion. The motion passed.
13. Gail made a motion to adjourn the meeting. Laya seconded the motion. The motion passed.

Next meeting, May 13, 2024 at 5:30 PM