



Bonner County Fair Board

Meeting Minutes

Monday, January 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. Members in attendance: Chairman - Tim Mahan, Vice-Chair Jody Russell, Tawnya Johnson, Laya Bleckwenn, Ben Wood, and Gail Curless
 - b. Staff - Chris Larson
2. **Public Comment:** *time limit of 3 minutes
 - a. Kristina Nicholas Anderson - Asked to discuss the streaming of the meetings through Zoom. She asked about contracts for the 2024 Fair as she has not received an inquiry from the fair to have her petting zoo back this year. She still has the dates available. She is also working with Darcy's family.
3. **Action Item: Discussion/Decision Regarding Approval of Fair Board Minutes**
 - a. Meeting December 11, 2023 - Laya made a motion to approve the minutes as written. Gail seconded the motion. The motion passed.
 - b. Workshop/Executive Meeting December 20, 2023 - Laya made a motion to approve the minutes as written. Gail seconded the motion. The motion passed.
 - c. Workshop January 4, 2024- Not provided
4. **Financial Report: Treasurer Samantha Schmidt**
 - a. Checking/Savings balances:

i. Fair Account	\$12,753.50
ii. Fairground Checking	\$4,757.20
iii. Rodeo Royalty	\$41,252.43
iv. Rodeo Account	\$157,476.67
v. Sweep Account	\$ 54,898.93
vi. TOTAL	\$271,138.73
 - b. Profit/Loss for December/Financial update - Profit and Loss for December was handed out. She has reconciled with the county to date. These were handed out. January will be handed out at the February meeting. Handed out the bills and financials. We will need to discuss for next winter how we

charge out the utilities when the facility is rented as Northern Lights and Avista bills are much higher.

5. Approval of Bills

- a. Action Item: Discussion/Decision Regarding Fairground & Rodeo Bills - Gail made a motion to pay all the bills on the remittance. Laya seconded the motion. The motion Passed.

6. Agency Updates

- a. 4H Update - Gena Gibson - Gena handed out an update from 4-H
- b. Rodeo Update - Levi Irish - The January meeting was moved to January 12th to help with the Rhinestones and Royalty set up the event on January 13th. Also, 2 more contracts are signed. Zak Cook the clown and Ashley Kendal Photography
 - i. Action Item Discussion/Decision Rodeo (If needed by Rodeo)
- c. Facility Update - Chris- Handout provided by Chris
- d. Office Update - Maranda & Koni - Handout provided by the office

7. Correspondence-

- a. Tail end Horse Show - a letter stating that they would like to be on the agenda to discuss the use of the fairgrounds
- b. Bee Keepers would like to use the office for free for a meeting.

8. New Business

- a. Action Item: Discussion/Decision NWBHA 04 District Races - this was not discussed as Joleen was unavailable to attend the meeting.
- b. Action Item: Discussion/Decision Campground refund - This was voted on and approved in the December meeting. It did not get removed from the agenda.
- c. Action Item: Discussion/Decision Spending policy for employees- This is to be written by the PA's office once all items are discussed on finances for the board and the county. This is a work in progress, however the office can continue to spend up to \$500 without prior authorization for operating the office.
- d. Action Item: Discussion/Decision Fair Camping for 2024 Fair - Ben made a motion to have the camping applications for this year's fair go through

the same process as 2023. Gail seconded the motion. The motion passed. (All applications will be turned in this year at the same time for dry and campground so they can all be gone through at the same time.)

- e. Action Item: Discussion/Decision 4-H Horse Show - This is the fair for the 4-H horse kids. Gena would handle the stall fees and pay the fair office in 1 check. Gena would also collect all the money for the camping and hand out the placards for the camping. Laya made a motion that the extension office would handle rentals of stalls and camping. Gail seconded the motion. The motion Passed.
- f. Action Item: Discussion/Decision 4-H Ride Nights - The 4-H is asking to have these nights back to get ready for the horse show. These nights would happen between horse camp to horse show. It was discussed at what charge this could happen. It does take 3 hours for the maintenance crew to ready the arena and the areas for this. Ben suggested that there be a straight fee per night of about \$150. Krissy Peck stated this would be paid through the Horse Leaders Council instead of each rider. Ben made a motion to make the outdoor arena available to 4-H horse kids 2 nights per week depending on the schedule of the fairgrounds at \$150/ night. Laya seconded with discussion... The dates for these nights would need to be flexible if there is already an event booked or if the entire grounds is rented for another event. These nights would not be able to trump an event. The original motion was amended by Laya to say only between horse camp and horse show and only when it is not already booked. The motion passed.
- g. Action Item: Discussion/Decision Horse Camp Flat Rate Fee - They would like to have a definite rate by February. Includes all buildings except the MEB. They will take care of all garbage and the port-a-Potties themselves. Laya made a motion to allow 4-H Horse Camp to rent the facility for \$4600 for 2024 then change this for 2025 after we have looked at and adopted a new fee schedule. Gail seconded. Tim called for a roll Call Vote:
 - i. Laya -yes
 - ii. Tawnya - Yes

- iii. Gail - Yes
- iv. Ben - No (Would like us to finish looking at fee schedule, but know this needs to be decided ASAP)
- v. Tim - Yes
- vi. Jody - Yes
- h. Action Item: Discussion/Decision Workshop to work on Fee Schedule - Workshop will be January 15th and 1PM. Luke offered to get information from Jessi to us on how we need to post or advertise this if we decided to change the fee schedule.

9. Old Business

- a. Action Item: Discussion/Decision Update on fair events for each night/contracts - Still working on these and waiting to hear from the concert people. This has been rough work to get Drake here. Still waiting on PRCA to see if we get extreme Bulls.
- b. Action Item: Discussion/Decision Campground booking site - Gail made a motion to table this until we have more information from a couple sites. Laya seconded the motion. The motion passed.
- c. Action Item: Discussion/Decision Commercial Kitchen Contract - Ben made a motion to table this. Laya seconded. The motion passed.
- d. Action Item: Discussion/Decision Renaissance Fair - Ben made a motion to table this until the next meeting. Laya seconded the motion. The motion passed.
- e. Action Item: Discussion/Decision Fee Schedule - This will be discussed at the workshop.

10. Executive Session: Tawnya made a motion to enter into executive under Idaho Code 74-206- 1-B Personnel; Idaho Code 74-206 (1) (D) Records Exempt. Gail seconded the motion. Roll Call Vote

- a. Laya -yes
- b. Tawnya - Yes
- c. Gail - Yes
- d. Ben - Yes
- e. Tim - Yes

f. Jody - Yes

11. Action Item: Discussion/Decision from executive session - No Decisions

12. Meeting adjourned at 8:55 PM

Next meeting, February 12, 2024 at 5:30 PM