



Crook County Fair Board Minutes
Fair Board Meeting: 5:30 pm, April 21st, 2025
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 March 17th, 2025, at 5:30 p.m. by Chair Gail Merritt.

ROLL CALL/BOARD MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike Kasberger, Vice Chair
- Mike McCabe
- Linda Cross
- Larry Blanton

STAFF ATTENDING

Casey Daly, Manager

Haley Crow, Administrative Assistant Sr.

GUESTS: Angela Ostrander, Justin Alderman (Prineville Review)

PRESENTATIONS/DISCUSSION ITEMS:

- Blanton motions to approve the minutes from the February 27th, 2025 special Fair Board meeting, Cross seconds the motion, the motion carries.

| Board Member | “Yes” Vote | “No” Vote | Abstains |
|----------------|------------|-----------|----------|
| Mike McCabe | X | | |
| Mike Kasberger | X | | |
| Larry Blanton | X | | |
| Gail Merritt | X | | |
| Linda Cross | X | | |

- Kasberger motions to approve the minutes from the March 17th, 2025 regular Fair Board meeting, Larry seconds the motion, the motion carries.

| Board Member | “Yes” Vote | “No” Vote | Abstains |
|----------------|------------|-----------|----------|
| Mike McCabe | X | | |
| Mike Kasberger | X | | |
| Larry Blanton | X | | |
| Gail Merritt | X | | |
| Linda Cross | X | | |

- No public comment.

- Crooked River Roundup Contract Renewal Discussion (Daly):** Larry Blanton and Casey Kaiser met with the CRR for the contract discussion. The CRR had a preference to go back to the same contract format as last year's, they wanted to negotiate the \$30k [base rent], they wanted a perpetual contract, but a 3-5 year was agreed to by Kaiser and Blanton. Kaiser & Blanton agreed at the meeting that \$25,500 [base rent] was reasonable (with an annual increase of 0-5% based on CPI), 7.5% concession commission, and the use of the commissions to be available for capital improvement projects (money will be paid to the Fair Board, they will need written approval for their proposal, then funds will be given in portions as the project is completed). Capital improvement projects would need to benefit the Fairgrounds as a whole.
 - Kasberger motions to move forward with the contract recommended by Daly (\$25,500 base rent with an annual increase of 0-5% based on CPI, and 7.5% commissions on all food/beverage/alcohol (commissions available for capital improvement projects), with the specification that the contract is for 3 years and then renewable each year for an additional 2 years. Cross seconds the motion; motion carries.

| Board Member | “Yes” Vote | “No” Vote | Abstains |
|----------------|------------|-----------|----------|
| Mike McCabe | X | | |
| Mike Kasberger | X | | |
| Larry Blanton | X | | |
| Gail Merritt | X | | |
| Linda Cross | X | | |

- Formation of Committee to Review Alcohol Service Provider RFP Submissions (Daly):** Committee needed to review RFP submissions – Kaiser and Cross will be on the committee. RFP closes April 30th.
- Review and Approval of Community Sponsorship Mailer (Daly):** Daly put together a community mailer asking for donations for Fair. This would be mailed to 10,128 addresses in Crook County. Funds can be mailed in or donated online using the QR code. Would be mailed in July out after horse races. Cost: \$2,258 + printing costs and sealing stickers. *The Board made some esthetic suggestions, and Daly will make those changes.*

REPORTS:

- Board Member Reports:**
 - Linda Cross:** Linda Smith will help with the Veteran’s Bkfst at Fair
 - Larry Blanton:** attended the CRR Queen Coronation; we have a very generous community
 - Mike Kasberger:** none
 - Gail Merritt:** none
- Administrative Assistant Report (Haley Crow):** Sponsor mail-outs went out and we have received around 11 sponsorships so far. Out of 101 vendor spots, we only have 15 left. *Crow asks for feedback from the Board regarding their preference from the food vendors that have applied for the last spot. The Board expressed they trusted Crow and Daly’s choice.* Premium books are finished. Entry forms for Fair have been converted into fillable PDFs and all Fair fees are payable online through our Square store. We are continuing to talk to partners for education activities during Fair (so far: Bowman Museum, Parks & Rec, Library, Forest Service/BLM, Fire/Search & Rescue, High Desert Wool Growers). Superintendent & judge contracts are being sent out. Entertainer contracts are being gathered.
 - Crow presents the Fair poster for the Board’s feedback.

- Prineville Play Café has additional inflatables they can rent to use at Fair.
- **Financial Report (Casey Daly):** Latest financials are in Board members’ binders. About 60 days left in the budget, there are a couple outlier items that have come up. Copy of the 2026 budget as being presented is also there.
- **Manager’s Report (Casey Daly):** Daly will be attending Fair College in Madras Thursday and Friday. Marshall Bex will be starting on the skylights in the covered barns soon. He will also be repairing the hanging insulation in the indoor arena roof. We are in the midst of a project to tie the water tank into the irrigation system. Our TYM tractor has a blown motor, so we have made arrangements to rent a tractor for the upcoming Pee Wee rodeo. We have 5 more rodeos to get through so we may need to purchase a tiller for the skid steer. Parks & Rec asked if they can host their movie nights across the street. Trevor is going to retake his CDL test soon. There were 5 non-revenue generating events: Baker Technical Institute, OHSET, Senator Wyden town hall, Prineville Police Dept. testing, Health Dept. breakfast.
 - **There is a vacant Fair Board position (#7)**
- McCabe motions to adjourn the meeting, Kasberger seconds; the motion carries.

| Board Member | “Yes” Vote | “No” Vote | Abstains |
|----------------|------------|-----------|----------|
| Mike Kasberger | X | | |
| Larry Blanton | X | | |
| Mike McCabe | X | | |
| Gail Merritt | X | | |
| Linda Cross | X | | |

ACTION ITEM(S):

- a. The Board voted to approve March 17th, 2025 regular board meeting minutes.
- b. The Board voted to approve February 27th, 2025 special board meeting minutes.
- c. The Board voted to proceed with the CRR contract.

Meeting was adjourned at 6:34 p.m.

Next regular meeting: May 19, 2025 at 5:30pm.

Respectfully Submitted by:
 Haley Crow
 5/16/2025