



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm, December 18, 2023
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 December 18th, 2023, at 5:30 p.m. by Chair Gail Merritt.

ROLL CALL/BOARD MEMBERS ATTENDING

- Gail Merritt, Chair
- Mike Kasberger, Vice Chair
- Stanley Flynn
- Susie Hermreck
- Linda Smith
- Linda Cross

STAFF ATTENDING

- Casey Daly, Manager
- Haley Crow, Office Assistant

GUESTS: Any Parks, County Administrator / Eric Blaine, County Attorney / Brian Barney, County Commissioner / Seth Crawford, County Judge

MINUTES

Linda S motions to approve the minutes from November 20th, 2023; Susie seconds the motion. Motion carries; minutes are approved.

PRESENTATIONS/DISCUSSION ITEMS:

Executive Session

Mike Kasberger votes to continue with the appointment of Gail Merritt and Stanley Flynn as Board members, Susie second the motion, the motion carries.

(County Court) Eric Blaine votes to direct the realtor of record to correspond with counterparty as discussed in the executive session, Seth seconds the motion, the motion carries.

Any Parks: (RV park updates) With information from Casey and the Finance staff, we are projecting an additional RV park on the Fairgrounds to generate around \$24,000-\$250,000 in revenue per year. Full cost of improvements would be about \$1.6 million, borrowing internally from the capital asset balance with the County (rate: 20 years at 4-8% interest). We would need to rework the agreement with the Crook County RV park and find an agreement that works for both parties.

We did some research on how many TRT nights and visitors are brought to the area because if Fairgrounds events, and we will use this research to request that more of the TRT dollars come to the Fairgrounds from the City. There is probably a great deal of underreporting, which if corrected could increase the amount of TRT coming back to the Fairgrounds.

January 20, 2024

Alcohol Policy Update: (Eric Blaine) First draft of alcohol policy to look over and make edits to, and hopefully this addresses some of the concerns of the Fair Board in regard to the use or consumption of alcohol on the Fairgrounds. The Fair Board can review this document and choose what to keep, eliminate, or amend.

Fair Judge Fee Discussion: Recommendation is that static exhibit judges are paid \$100 per day, and livestock judges are paid \$150 for less than 4 hours of judging and \$300 for more than 4 hours of judging in a day. All judges outside of a 50 mile radius will be provided with a hotel room. All livestock judges will get a food voucher for each day they are judging. This will reduce judges fees from an estimated \$10,200 to \$4,600.

Fundraiser Committee Update: (

- Going to reach out to the high school for desserts, Susie is working on getting the meat donated, Linda is trying to sell tables to sponsors
- 3 Auction items per Board member

BOARD MEMBER REPORTS:

- **Mike Kasberger:** n/a
- **Stanley:** n/a
- **Susie:** Doing dog trials, ranch rodeo events during Fair (maybe Friday)? Kim Herber is interested in doing an Ag scavenger hunt, and the Stockgrowers are interested in helping with the ag day posters.
- **Linda Smith:** n/a
- **Linda Cross:** n/a
- **Gail Merritt:** n/a

OFFICE ASSISTANT'S REPORT - Haley

- **Rental Fees Reduction Proposal – Approve or Amend:** Board approves
- **Vendor Fees – Approve or Amend (will release to the public January 2nd):** We are increasing vendor fees for Fair for the commercial and food vendors, adding a fee for non-profit vendors, and keeping artisan vendor fees low.

FINANCIAL REPORT – Casey

- No financials ready for November yet.
- Quarterly financials in the reports tab.
- Updated costs on Barn 2 repairs as part of the \$2M

MANAGER'S REPORT - Casey

- In need of new forklift, we are looking for a used one currently (~\$20-40k)
- Friends of the Crook County Fairgrounds are trying to get a building donated for our new barn. We are looking to add square footage rather than replace the barn we have currently.
- OFA is in Deschutes County October of 2024
- There were 7 non-revenue-generating events since we met last: CRR meetings, OHSET, Holiday Partnership, 4-H dog and art clubs, Crooked River Elementary holiday event, police training in Carey Foster Hall
- Holiday potluck in the shop this Thursday at 1:00pm
- We need to elect officers for 2024

Mike Kasberger motions to keep Gail Merritt as Chair of the Crook County Fair Board and himself as Vice Chair, Stanley seconds the motion, the motion carries.

January 20, 2024

Mike Kasberger will make a recommendation to appoint Gail and Stanley as members of the Board and will write the County to let them know there is now a vacancy on the Fair Board.

ACTION ITEM(S)

- a. November minutes were approved.
- b. Appointment of Gail Merritt and Stanley Flynn as Board members.
- c. Gail Merritt voted as Chair, Mike Kasberger voted as Vice Chair.

PUBLIC COMMENT(S)

No public comments.

Meeting was adjourned at 7:05 p.m.

Next Regular Meeting Date: January 22th, 2024 @ 5:30 p.m.

Respectfully Submitted,

Casey Daly

Gail Merritt, Chair

January 20, 2024