



Crook County Fair Board Minutes
Fair Board Meeting 5:30 pm, February 13, 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 February 13, 2023, at 5:30 p.m. by Chairman Gail Merritt.

ROLL CALL/BOARD MEMBERS ATTENDING

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

STAFF ATTENDING

- Casey Daly, Manager
- Haley Crow, Office Assistant

GUESTS

- Dennis Hildebrand

MINUTES

Susie motions to approve the minutes from January 23, 2023; Mike K. seconds the motion. Motion carries; minutes are approved.

PRESENTATIONS/DISCUSSION ITEMS

- **Dennis Hildebrand:** We had a meeting with Facebook last week about helping fund the new beef barn (they were talking \$200,000-250,000). There are a couple other funding avenues we are looking at. We have been discussing whether the barn is open-span, and then it can be used for so much more than livestock shows. There will be solid walls on the East and West sides. Casey requested it being entirely enclosed, but then there would need to be several roll-up doors. I was told that if I had ordered the building the first of February, I could have gotten it by the first of June. The ground would need to be prepped. The only other thing I have for you guys to start thinking about is that livestock is really growing this year, and an outdoor show ring would be better for Fair, with sale still indoors. We are hoping to start demolition right after fair for the new barn.
- **Rick Steber's Play:** Rick would like to see this play/history tour acted out on our people movers/trolleys like the dinner train in the past. Casey recommends taking the script to thespian

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groups in town. Casey talked to Kim Griffin about the project and Kim recommended taking it down to the Bowman Museum.

- **Fair Board Committee Assignments:** We need to add members to the Funding Committee, which directs how the \$2m grant is spent. The Chair position was assigned to Mike K; Stanley and Mike M were added to the committee. There can only be 3 members to avoid a quorum.

BOARD MEMBER REPORTS

- **Linda Cross:** nothing to report; but I think we need to step up our safety before Fair; go over the emergency evacuation plan, first aid/AED, Narcan, etc... Safety meetings that include staff.
- **Linda Smith:** Been thinking about the Veteran's Breakfast and vendors, I have already talked to Gary Gruner... I feel like it's still a little early, but I've been thinking about Fair!
- **Susie Hermreck:** nothing to report.
- **Mike Kasberger:** I talked to Russell about the water rights and things are moving forward. (Casey notes that conversations about the Colson property are still happening) We also talked about the structure we could potentially put in the canal for dust control. Russell had the idea of going up to the main canal and putting a pipe in there and running it down and into our tank and using it for irrigation water. (Casey notes that the Juniper Canyon Flood Control District Board will need to be consulted in certain cases, and the Board hasn't been receptive in the past.) The City attorney is also the attorney for the Juniper Canyon Flood Control District and may be able to work something out on our behalf.
- **Mike McCabe:** nothing to report.
- **Stanley Flynn:** nothing to report; I back Linda's safety concerns.
- **Gail Merritt:** nothing to report.

OFFICE ASSISTANT REPORT - Haley

- I had a lot of takeaways from OFA: safety was a piece of it, but bringing digital interactions to Fair was a big one (selfie stations, streaming livestock shows, etc.). My other points can be saved for the first Fair meeting.
- Republic Services reached out to me and wanted to do a customized sponsorship package that include providing trash/recycling receptacles, an educational tent, trash truck for photo ops, and sponsoring the Volunteer Team.
- Premium Book has been ordered and cost \$2,039. The allotted budget is \$2,000 and I raised \$840 in PB sponsorships, so we will be under budget.
- Vendor applications are open, the form on website has been updated, and a Vendors binder has been started.
- Next project: sponsorship mailouts (Linda suggests reaching out to Wilco)
- We are bringing Payton back for social media marketing for Fair; this time she will have very specific things she will be hitting (mostly live posts, daily events, fair entertainment/attractions) and her focus will be in documenting Fair as it happens.

FINANCIAL REPORT - Casey

- Nothing out of the ordinary; transient room tax is healthier than expected, which is good. Revenue YTD actual is \$658,568. Expenses YTD are \$582,078. We are \$76,000 in the positive over YTD. January actuals were \$77,000 for revenue and \$57,198 in expenses.
- (passes around new project book with spreadsheet) We will need the Funding Committee to prioritize the next group of projects.

MANAGER'S REPORT - Casey

- We submitted our second round of capital improvement for the \$277,777. The remaining 6 bathrooms will be worked on: grandstands, outdoor and indoor portion of the Indoor Arena bathrooms.

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- Cowboy bathrooms are almost done. Eagle Roofing has done a new roof on the kitchen and breezeway; they found a rotted section that needed to be fixed.
- OFA convention review: I think the subject matter was stronger than it has been in the past.
- Indoor arena kitchen is being painted, floors will be done, appliances have been ordered/received/shipped. Marshall Bex is doing the engineering on the lean-to; Grizzly Mtn Pavilion expansion is moving forward and should be done sometime in April
- Neil McCoy contract looks good, the County attorney gave his okay.
- Peppy's Water Palooza is an educational water display that we could bring to Fair. She wants \$1100/day and an RV spot. It's a 20'x40' footprint.

ACTION ITEM(S)

1. January minutes were approved.

PUBLIC COMMENT(S)

No public comments.

Meeting was adjourned at 6:34 p.m.

Next Regular Meeting Date: March 20, 2023 @ 5:30 p.m.

Respectfully Submitted,

Casey Daly

Gail Merritt, Chairman