



Crook County Fair Board Minutes  
Fair Board Meeting 5:30 pm, January 22, 2024  
1280 S. Main St., Prineville, OR 97754  
Telephone 541-447-6575

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The regular meeting of the Crook County Fair Board was called to order on January 22<sup>nd</sup>, 2024, at 5:30 p.m. by Chair Gail Merritt.

**ROLL CALL/BOARD MEMBERS ATTENDING**

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

**STAFF ATTENDING**

- Casey Daly, Manager
- Haley Crow, Office Assistant

**GUESTS:** Central Oregon Pee Wee Rodeo Association contestants and Board members, Casey Kaiser

**MINUTES:**

Mike K motions to accept the December 18<sup>th</sup>, 2023 minutes as presented; Linda S seconds; the motion carries unanimously.

**PRESENTATIONS/DISCUSSION ITEMS:**

**Central Oregon Pee Wee Rodeo Association Rental Fee Reduction Proposal:** (Kacey Every) Waiving all fees allows us to keep the membership costs low for the 220 contestants. The County has waived the fees for the past few years as part of the Economic Development Grant funds. Amount requested to cover 4 rodeos and the awards banquet: \$8,534

Stanley motions to accept the proposal as presented in the full amount, Linda S seconds the motion, the motion carries.

**KIDS Center “Communities for Kids” Rental Fee Reduction Proposal:** (Patricia Santos) Grizzly Mountain Pavilion for 2 hours, 20 participating organizations with giveaways for at-risk families. Amount requested: \$198

Mike M motions to accept the proposal as presented in the full amount, Stanley seconds the motion, the motion carries.

**4-H Association Benefit Auction Rental Fee Reduction Proposal:** (Samara Rufener) Amount requested to cover the annual fundraiser, renting the Indoor Arena for a day and a half plus all our tables and chairs: \$1,536

Mike M motions to accept the proposal in partial, exhausting the funds available to the Board as of 1/22/24, Stanley seconds the motion, the motion carries.

*\*Linda Smith and Mike McCabe will speak to the commissioners about funding before the next Fair Board meeting.*

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**Fundraiser Committee Update:** (Haley) Tickets are sold out with 23 people on the waiting list, desserts are pretty much sorted, auction items are starting to come in, volunteer roles are filled, budget is under the Reports tab. Mark Mobley, our MC, is having emergency back surgery so someone from the band will step in. We need someone from the Board to hang sponsor banners on Thursday and stage auction items on Friday.

**Alcohol Discussion Updates:** The latest alcohol policy draft is in your Discussions tab. Currently, we are not allowing private parties to serve alcohol. Eric Blaine put together this “straw man” document to use in forming a new policy going forward so we don’t continue to lose events. *The Board discussed and decided the following:*

- Remove section 3-g “Provider of Record”
- Section 4-b: Security deposit will stay at \$1,800
- Section 4-a: security needs to be on-site any time liquor is being served or consumed (0 hours before the event, 0 hours after the event)
- Remove section 5: “Provider of Record”
- Remove section 6: “Applicant Pre-Clearance”
- Remove section 7: “Revocation of Pre-Clearance”
- Remove section 8-a-v (processing fee)

Mike M makes a motion to approve the alcohol policy with said changes with the goal of going live on February 1st, Stanley seconds the motion, the motion carries.

**Crooked River Roundup Queen Support (Linda Smith):** Every year the Fairgrounds sponsors the Queen for \$500, and then she comes to the Fair and signs autographs, takes photos, etc. Our name will also be on her flyers. She will also be at our Hoedown.

Mike M makes a motion to sponsor the Crooked River Roundup Queen for \$500, Stanley seconds the motion, the motion carries.

### **BOARD MEMBER REPORTS:**

- **Linda Cross:** just been working on getting desserts for the fundraiser.
- **Linda Smith:** been working on the Hoedown and getting Gary Gruner for the Platinum Fair sponsorship.
- **Mike Kasberger:** n/a
- **Mike McCabe:** would it be helpful to put in an electronic gate at the entrance of the Fairgrounds and by Carey Foster? (we are considered a public facility that is open all hours, and gates logistically cause issues with events and emergency personnel)
- **Stanley Flynn:** n/a
- **Gail Merritt:** hopefully taking down the rest of the CIP stuff on February 3rd

### **OFFICE ASSISTANT’S REPORT - Haley**

- **WFA Conference Notes:** went to a lot of workshops and took good notes in relation to Fair, and am excited to talk about those as we get closer to Fair time
- **Fair Updates:** I sent sponsor mail-outs with Hoedown invites in them, \$13,500 in sponsorships are pledged so far, vendor applications are coming in
- **Grant Writer Contact:** I know a contact from Redmond that feels confident that she can help get grant funds for the new barn. If we’d like to pursue that, I can continue that conversation with her.
- **Chamber Banquet Tickets:** Board members that want to attend the Chamber Banquet on 2/24, let me know so I can purchase tickets – they are \$50 each.

### **FINANCIAL REPORT - Casey**

- Financial report is in the reports tab.
- The money from the Hoedown will go into a Miscellaneous revenue line for Fair

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- HB 3410: decision was made to split the \$3M funds equally, so we will be receiving \$83,333.33

### **MANAGER'S REPORT - Casey**

- We had some folks stealing fuel from our tank, and one of them is currently in jail. We were able to catch them on our cameras. Restitution will be paid.
- Jockey room plans will be published and will go to bid. We need to get this project done by horse races.
- The rebuild of barn 2's roof is completed.
- In the Reports tab is the updated \$2M spreadsheet.
- Next year's OFA conference is at Deschutes again.
- The Colson property is an ongoing discussion.
- We had 3 non-revenue generating events for January: OHSET, Old-Fashioned Hoedown, CRR meeting
- We are currently looking for a used forklift.

### **ACTION ITEM(S)**

- a. December minutes were approved.
- b. COPWRA Rental Fee Reduction Proposal was accepted as presented.
- c. KIDS Center Rental Fee Reduction Proposal was accepted as presented.
- d. 4-H Association Benefit Auction was partially accepted, exhausting the funds available to the Board as of 1/22/24.
- e. Alcohol policy was approved.
- f. The Board voted to make a \$500 donation to support the Crooked River Roundup Queen.

### **PUBLIC COMMENT(S)**

No public comments.

Meeting was adjourned at 7:01 p.m.

Next Regular Meeting Date: February 26th, 2024 @ 5:30 p.m.

Respectfully Submitted,

Haley Crow

2/23/2024