



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

#### **ROLL CALL/BOARD MEMBERS ATTENDING**

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

#### **STAFF ATTENDING**

- Casey Daly, Manager
- Haley Crow, Office Assistant

#### **GUESTS**

- Sheryl Rhoden, representing Kiwanis of Prineville
- Eric Blaine, County attorney

#### **MINUTES**

Linda C. motions to approve the minutes from July 17, 2023; Stanley seconds the motion. Motion carries; minutes are approved.

#### **PRESENTATIONS/DISCUSSION ITEMS**

**Eric Blaine – Crooked River Model Railroad Club non-profit lease change:** The railroad club has a lease with the fairgrounds for the use of their building, and they are looking to change the name of the tenant only and no other details of the lease. They are trying to switch to a 501©4 to save money. Mr. Van Voorhees may be stopping by to ask the board to approve these changes so they can move forward.

- Susie motions to approve the name change on the lease, Linda C seconds, the motion carries.

**Sheryl Rhoden – Kiwanis Fee Waiver Consideration:** I am here to see if Kiwanis could get a fee waiver or reduction in the alcohol commission.

- **Casey:** as of January 1<sup>st</sup>, the County Court will institute a policy regarding fee waivers, but as of now the Court would like to cover the costs of the facility use fee (\$588) and reduce the alcohol fee from 20% to 10%. The deposit and other items will still be owed.
- **Haley:** the alcohol sales will still need to be reported so the 20% can be calculated; I will bill the County Court for the other 10%.

**Haley:** Sponsor thank-yous are ready to be signed by all Board members. Thank you letters are for the cash sponsors, and the cards are for in-kind sponsors.

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**(Board decided not to participate in the Chamber's Candy Crawl this year)**

## **BOARD MEMBER REPORTS**

- **Stanley:** n/a
- **Mike McCabe:** n/a
- **Susie:** Can we ask Prineville Produce to sponsor and run the watermelon eating contest next year at Fair?  
*(Susie will take this on)*
- **Linda Smith:** n/a
- **Linda Cross:** n/a
- **Gail Merritt:** n/a

## **OFFICE ASSISTANT REPORT - Haley**

- **Fair Expense Spreadsheet (reports tab):** I broke down the major expenses for Fair according to how our Finance Dept. breaks them down. Items in blue are currently being offset by sponsorships, items in red could be potentially offset by sponsorships or raising fees for participating parties. Neal McCoy related expenses are pulled out to better reflect a more standard cost of Fair.

## **FINANCIAL REPORT - Casey**

In the Reports tab is our monthly financials. Not all Fair expenses are reflected here yet.

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

- We have \$60,000 made available for the Jockey Room project. George McCart, who has been drawing our plans, has had some medical issues and has been unable to continue with the project. Marshall Bex is taking over the drawings, and as soon as those are done we will get them to County Court for approval.
- Our current alcohol policy is affecting our revenue. We need to call a separate meeting to discuss how to proceed. New committee to discuss this topic: Stanley, Gail, Linda Cross.
- The \$2M financial report is under the Reports tab. We have spent \$949k to date. Grizzly Mtn. Pavilion had the fire system installed, but had to replace the pipe to make it pass inspection (no cost to us).
- Gazebo is complete and is successful. The Wifi and power is currently off, as we had some visitors camping out there.
- House Bill 3410 is in the Rules Committee; OFA recommends it be split up equally to all fairgrounds. Once that is complete, I will update you.
- \$1.5M is the final 4-H/FFA Livestock Sale number.
- Fair attendance was 30,249.
- 1,168 volunteer hours donated during Fair.
- There was an incident where a bolt was dropped on a contractor's neck during the water tank project. We made several attempts to get the contractor medical care, but she denied it and is now trying to sue us. There are several witness statements, so our side has been voiced.
- Trevor Slawter has been hired onto our maintenance staff.
- Herdsmanship was awarded to Powell Butte Beef club.
- The alcohol report from the Crooked River Roundup Rodeo & Races is here. \$10,208 ended up being our cut (5%)
- There are 3 upcoming public meetings regarding the change in the form of government for Crook County. There are several options that will be discussed at the meetings. The public is encouraged to come.
- We have talked about doing a fundraiser on January 27<sup>th</sup> that includes music, an auction, to try to raise funds for Fair. The details are up for discussion, we will put together a committee to plan this event.

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- The Red Cross would like us to sign an agreement that allows Red Cross to take control of the grounds during an emergency. I would urge the Board to hesitate to sign this, as there are several organizations that are local and step up during emergencies. As soon as Andy Parks and Eric Blaine are done reviewing the document, we can decide.
- OFA conference is Oct. 5-7, does anyone want to go? (Linda S and Susie are going to attend)

**ACTION ITEM(S)**

- a. July minutes were approved.
- b. Crooked River Model Railroad Club lessee name change was approved.

**PUBLIC COMMENT(S)**

No public comments.

Meeting was adjourned at 6:25 p.m.

Next Regular Meeting Date: October 16th, 2023 @ 5:30 p.m.

Respectfully Submitted,

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Casey Daly

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Gail Merritt, Chairperson