



September 13, 2022

Fair Board Meeting Minutes

Attendees: Jerry Johnson, Elise Burton, Dave Fair, Joe Doellefeld, Tim Vulles, Kevin Kirking, Christina Petit, Mike Mclean, Jessica Mclean, Sharon Nelson, Nick White, Christine White, Chad Booth, Hannah Booth, Michaela Woempner, Shanda Masterson and Alexcia Jordan.

Meeting minutes recorded by Alexcia.

Called to order at 5:01 pm

Pledge of Allegiance led by Elise

Changes to the Agenda

- None

Hearing of Delegates

- Welcome Nick and Christine White.

Approval of August Meeting Minutes

- Joe moved to approve minutes: Dave second. Motion carried.

Reading of Correspondence

- Alexcia passed around letters and cards from fair patrons and volunteer groups. Majority all very positive feedback, a couple with great recommendations on future improvements.

Claims and Financial Statements

- Elise moved that usual and customary claims to be paid; Tim second. Motion carried.

Old Business

- Foundation MOU & Employee – Kevin shared the MOU was reviewed by legal and looks good to present to the Foundation. Fair Board is in agreement with employing a Development Manager for the Foundation.
- Firehouse Funds – The BOCC approved disbursing the Firehouse funds in full with an MOU between the Fair Board and BOCC to state the Fair Board will hold 50% of the funds until completion of the Fire House.
- County Budget – Deliberation of the county budget will be this Friday at 2 pm please attend if you can but things seem to be moving positively with funding the fair for FY23 in the amount of \$150,000.

New Business

- Fair Board Volunteer Sign Up – Alexcia passed around the signup sheet for volunteering at the fair.

Committee Reports

- Food/Beverage – Jerry reported not much new to share, he has all his volunteers and things look good.
- Development/Planning – Linda reported the committee met to discuss a 3 year plan and to keep moving forward with Master Planning on this facility.
- Educational Programming – Linda reported we will be hosting a Farm to Table Day this fall with Meet a Farmer in the evening. More to come.
- Events, Fair & Policy – In September we will have the Fair Board Travel Policy and Sick Leave policy ready for approval.
- Finance & Budget – Elise discussed new Bank Room set up for the Fair.
- Facilities, Equipment & Maintenance – Allan and Tim reported the County has surplused some equipment to us that will be very helpful. Alexcia to send a thank you note to Greg with County Buildings and Grounds.
- Jr. Fair Advisory Board – Shanda reported the Jr Board has been actively helping us prep for fair.
- Livestock, 4-H and FFA - Teresa reported entries are due Friday, this will give us better numbers for the next meeting.
- Marketing – Alexcia reported all marketing efforts are in full swing for print, radio, tv, social and digital
- Rodeo – Dave provided a report to the board. Alexcia reported we have not yet found straw.
- Executive Committee – No report

Public/Open Comments

- Linda introduced Sharon Nelson a long-time fair supporter and 4-H leader joined us for our meeting today and is interested in an alternate board position in the future.

Executive Session pursuant to Idaho Code 74-206(1)(a) (Action)

- Dave motioned to enter Executive Session pursuant to Idaho Code 74-206(1)(a) for approximately 15 minutes with no action to be taken at this time. Linda seconded. Roll Call vote all aye. Executive Session entered at 6:40 pm
- Dave motioned to exit Executive Session pursuant to Idaho Code 74-206(1)(a), Miranda second, roll call, exited at 6:55 pm
- Joe motioned we implement the market adjustment raises for our employees. Elise seconded. Motion carried.

Meeting adjourned at 6:56 pm – Motion to adjourn by Linda, seconded by Tim, motion carried.



September 2022 Managers Report

Presented by Alexcia Jordan

GROUND/MAINTENANCE PROJECTS

- Clean up for fair continues
- RV Park 3rd loop is open and booking online. Last of the electrical should be here any day.
- We need to start to look for a forklift and a water truck seriously. We will reach out to sponsors to put out a request should they wish to sell or donate something that might work for our operations.

INTERIM, IN-HOUSE EVENTS & RV BOOKINGS

- See attached calendars for the months of September & October
- Farm to Table and Meet a Farmer – October 6 – we could use volunteers
- Great Pumpkin Fest – October 8 and 9 – could use some volunteers to sell pumpkins
- Miss Gem State Stampede Pageant – October 8 – looking for prize donations and volunteers

FAIR

- 2022 Fair Attendance was an all-time high with 168,567 – up 9% from 2021
 - Food Up – 10%
 - Carnival Up – 10% (Presale up 44%)
 - Over 22,000 walked through the Petting Zoo in Building 10
 - Merchandise was up 119%
 - Livestock Sale was up – waiting on final numbers
 - Security walked an average of 7 – 10 miles a day and logged 200 miles on their UTV
 - Collected 127 lbs. of canned goods on our Feed the Need Day.
 - Of 11 Arena Shows, 8 were sold out in advance.
- We are working on awards submissions to all fair associations we belong to.
- 2023 Fair Theme – First Draft of the Theme Logo is ready
 - We will start working on Entertainment and arena line up
 - We are holding wrap up meetings over the next couple weeks with different groups, collecting thoughts and looking forward to some great new things and positive changes for 2023.

Other

- Rodeo Meeting – TBD
- Foundation Meeting 9/21/22 in Building 2 at 5 PM
- BOCC Quarterly Update – 9/20/22 at 3 PM