



October 11, 2022

Fair Board Meeting Minutes

Attendees: Jerry Johnson, Elise Burton, Dave Fair, Joe Doellefeld, Tim Vulles, Kevin Kirking, Elizabeth Brewer, Sharon Nelson, Nick White, Christine White, Michaela Woempner, Shanda Masterson and Alexcia Jordan.

Meeting minutes recorded by Alexcia.

Called to order at 5:00 pm

Pledge of Allegiance led by Dave

Changes to the Agenda

- None

Hearing of Delegates

- None

Approval of September Meeting Minutes

- Tim moved to approve minutes: Elise second. Motion carried.

Reading of Correspondence

- Alexcia passed around a thank you card received.

Claims and Financial Statements

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

Old Business

- Recap of Fall Events – Alexcia recapped the Great Pumpkin Fest, Queen Pageant and Farm to Table to be successful with hopes to schedule a little differently in 2023 so events were not stacked

New Business

- Fair Financial Review – Elise recapped the fairs financial reports. We are upon in nearly all areas and have exceeded our budgeted revenues. Expenses were higher due to the 100-year celebration and inflation but overall, we kept to our budget. Joe mentioned rental needs were high and over budget, Alexcia reported this is due to needing to rent a Forklift most of the summer as well as due to extreme heat at the fair we needed to rent swap coolers. Elise noted that we will start budget for 2023, please get in any capital requests asap.
- North Idaho Youth Stock Show and Sale – Rules were distributed and are complete pending legal review. Should anyone notice anything needing edits we will need that in the next week to make the deadline.
- 501c3 Structure – Elise shared update on the progress of setting up a 501c3 with legal counsel. The next step is to set up officers and incorporator to get the articles of incorporation and bylaws finalized for the Fair Boards review. Linda moved to set up with the current Fair Board officers initially, Jerry as President, Elise as Vice President, Dave Fair as Treasure and Alexcia or current CEO to be Secretary. Tim second. Motion carried.
- Business Credit Card – Elise moved to apply for a business credit card with ICCU our primary bank with a \$25,000 credit limit, authorized card holders to be Alexcia Jordan and Shanda Masterson. Linda seconded. Motion carried. Discussion to add other upper management employees later.
- November Meeting Dates – Jerry shared RMAF convention and other scheduling conflicts with our regularly scheduled meetings. After discussion of available dates consensus is to move our regular November meeting to Thursday, November 17, 5 pm.

Committee Reports

- Food/Beverage – Jerry reported purchase of another kegerator for building 4. Will be meeting with Odom and Centennial. Discussed need to help at Wine and Craft Beer Rodeo in December.
- Development/Planning – Linda shared the committee will be getting together soon, no report at this time.
- Educational Programming – Linda reported we postponed Meet a Farmer to the spring and our first Farm to Table Day was a success.
- Events, Fair & Policy – No report
- Finance & Budget – Discussion to run comparison on RV Park fees and report back at the November meeting.
- Facilities, Equipment & Maintenance – Allan and Tim reported the County has surplusd 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 – Michaela reported the JFAB was a success for its first year and looks to grow the program.
- Livestock, 4-H and FFA – Alexcia reports 4-H MOU is to be reviewed in the next couple weeks as well as new livestock program rules and committee structure.
- Marketing – Alexcia reported team is working on winter events and updating 2023 Fair information.



- Rodeo – Elise read Dave’s report, rodeo was great as well as team roping, funds look to help support some implements for the arena.
- Executive Committee – No report

Public/Open Comments

- N/A

Meeting adjourned at 6:37 pm – Motion to adjourn by Elise, seconded by Tim, motion carried.



October 2022 Managers Report

Presented by Alexcia Jordan

GROUND/MAINTENANCE PROJECTS

- Bid for Building 25 Roof Specifications are being put together and will be ready for publication within the next month.
- RV Park 3rd will be closing November 15 and reopen March 15.
- Winterization has begun around the facility.
- Boats have begun to move in for winter storage.

INTERIM, IN-HOUSE EVENTS & RV BOOKINGS

- See attached calendars for the months of October & November
- Farm to Table– Linda will update in Committee Reports
- Great Pumpkin Fest – October 8 and 9 – Event was more successful than anticipated especially with all the competing events that weekend. We will add this to the 2023 calendar of events.
- Miss Gem State Stampede Pageant – October 8 – Two contestants competed for the title and did a great job. Hayven Chase was crowned 2023 Miss Gem State Stampede, Brooke Russell was first runner up.
- Next In-House event is Cowboy Christmas, Beer and Wine Rodeo and the NRF Viewing Party December 9-11. We will need some help so please save the date.

FAIR

- Financial Recap will be given later in the agenda
- All awards have been submitted to IAFE and RMAF.
- Our team has been meeting on areas to improve and areas that can grow or go. More to come after convention season concludes.

Other

- Rodeo Meeting – October 19
- Foundation Meeting – October 19