



**November 14, 2023**

**Fair Board Meeting Minutes**

Attendees: Jerry Johnson, Elise Burton, Tim Vuller, Dave Fair, Kevin Kirking, Christina Petite, Sharon Nelson, Todd Feusier, Nick White, Christine, White, Jessica Mclean, Greg Bennett, 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**

- Nick White spoke about the benefits of joining NICA – National Independent Concessionaires Association. Annual fees are \$150, benefits routing partners for our fair food line up.

**Approval of October Meeting Minutes**

- Tim moved to accept October Special Meeting minutes and October regular meeting minutes as presented; Kevin second. Motion carried.

**Read of Correspondence**

- None

**Claims and Financial Statements**

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

**Manager's Report**

- See attached

**Old Business**

- Budget Process – Elise and Alexcia shared the status of the budget and should anyone have requests to please send them forward.
- RMAF/IAFE Recap – Shared in Manager's report.

**New Business**

- Wine Rodeo and NFR Viewing Party - Jerry requested volunteers for the Wine Rodeo on Saturday from 2 – 8 pm.
- Update on Board Assignments – Jerry reported the BOCC received 5 applications for the Fair Board, they will be reviewing and interviewing soon. More to come.
- Manager Contract – will discuss in executive session.

**Committee Reports**

- Food/Beverage – Jerry reported we met with Odom and Watkins on sponsorships.
- Development/Planning – Committee will meet next month to discuss implementation of the Master Plan.
- Educational Programming – No report
- Events, Fair & Policy – Staff is working on a new in-house event in 2025 to replace the spring fair, more to follow.
- Finance & Budget – Elise asked everyone to please send their capital requests asap. YTD revenue up 7%, expenses up 18%. Still operating within our budget.
- Facility, Equipment & Maintenance – Greg reported the well equipment is all installed, powered up and winterized. 25 roof is done but will need more sealant next year. Building 3, 25 and 6 have leaks. Clubhouse door is fixed. Will move forward on bar under the grandstands, Fire Marshall approved limited capacity.
- Jr. Fair Advisory Board – Michaela reported applications will be ready January 1.
- Livestock, 4-H and FFA – Elise reported YSSS finance committee will meet soon and are working on rules changes for 2024. Goal is to have everything update by January 1 online.
- Marketing/Sponsorship – Shanda reported on sponsorship meetings, Alexcia noted sponsorship is up 27% this year.
- Rodeo – Dave submitted his report in packets.

**Executive Session Idaho Code 74-206(1)(b)-Evaluation of Employees/Staff Members**

- Elise motioned to enter executive session Idaho Code 74-206(1)(b) for no longer than 30 minutes, Dave seconded. Roll call, Tim, Kevin, Dave, Elise, Jerry all aye at 6:35 PM, exited at 7:04 PM. Tim motioned to offer a contract to Alexcia for a three-year term at the agreed wage in the contract and a one-time bonus effective December 1, 2023. Kevin second. Motion carried.

**Public/Open Comments**

- None

**Meeting adjourned at 7:07 pm** – Motion to adjourn by Tim, seconded by Elise, motion carried.



## November 2023 Managers Report

Presented by Alexcia Jordan

### **INTERIM, IN-HOUSE EVENTS & RV BOOKINGS**

- See attached calendars for the months of November and December.
  - RMAF Tour was a huge success!
- Getting ready for holiday parties
- Still working on the event schedule for 2024 and 2025 currently.
- RV Park – rates are updated for a lesser weekday rate and same weekend rate.

### **FAIR**

- Fun Galore in 2024!
  - Arena Shows Update
  - Marketing
  - Moving Exhibit Buildings
  - Looking into adding waterfowl and llamas and moving small animal buildings around
  - Confirming 2024 grounds entertainment
    - Only holes are confirming the pigs and hypnotist.

### **GROUNDS/MAINTENANCE PROJECTS**

- Greg to report all other ground-related details in committee reports.

### **Other**

- Rodeo Meeting tomorrow 6 pm.
- Rodeo Holiday invite this Friday.
- Foundation Meeting – November 15
- RMAF Presidents Board Mixer – Tuesday, November 7 at CDA Resort
- IAFE – November 26-30 in Salt Lake City
- Cowboy Christmas – December 16-17
- Fair Board Holiday Party – December 19, Building 2