

***June 12, 2018***

## ***Fair Board Minutes***

**The meeting was called to order by Jerry Johnson at 6:02 pm.**

**Roll Call:** Board members present were Jerry Johnson, David Fair, Linda Rider, Zach Bane, Ken Renner, Elise Burton, and Joe Doellefeld. Others present included Kara Carleton, Alexcia Jordan, Brittany Morris and Teresa Balderrama.

**Pledge of Allegiance:** Led by Jerry.

**Hearing of Delegates:** Kara and the Master Gardeners have revised the Pollination Project plan to begin with a smaller scale prototype, should be ready by Fair.

**Approval of May 2018 Minutes:** Elise Burton moved to approve the minutes once attendance is corrected, Ken Renner seconded the motion. The motion carried with a unanimous vote.

**Correspondence:** None.

**Discussion of Claims and Financial Statements:** One duplicate expense error was edited. Discussion on beverages expense/sales and how to report event usage a bit more accurately. A motion was made to accept the report and to pay our usual & customary bills by Elise Burton, second by David Fair. The motion carried with full approval.

**Manager's Report:** Alexcia submitted her monthly report. Please see attached.

### **Old Business**

**RV Park Update:** Jerry reports that the County has a reservation system the Fairgrounds could utilize. Discussion of getting that system implemented to begin accepting reservations now for stays beginning August 10.

**Farm To Table:** Another successful event reported by Linda Rider. About 1,050 children went through the stations. Presenters and sponsors are extremely supportive and thrilled to be a part of the event.

**NWSF Update:** Discussion about what needs changed at Spring Fest to make it more successful. Possibly changing the Arena attraction and finding more affordable grounds attractions. Attendee feedback is excellent, and the Livestock Show is very successful.

### **New Business**

**Fairgrounds Master Planning – Sewer & Water:** Jerry and Alexcia met with the new Waste Water Superintendent. Plan to get buildings 1, 2, 3, and 4 metered. The Jacklin building already has a meter.

### **Committee Reports**

- Finance & Budget: Move ahead on ordering equipment to test three locations with a Square POS system. Merchandise inventory needs a better tracking system.
- Development & Planning: No Report
- Facilities: New arena lights are here and will hopefully be in or partially in by next meeting.

- Equipment: Facility forklift needs brakes and hasn't been greased in quite a while. Alexcia has arranged for Equipment Rescue to provide routine maintenance in the future. Plan for the Ford tractor is to trade in on a new, more facility-friendly, one if we don't receive a good offer on it soon.
- Rodeo: Rodeo Committee had a work party earlier in the month and replaced the rough stock chute perimeter with lifetime steel fencing.
- Livestock and 4-H: Summer programs have begun. Camper Village will have a new superintendent that is familiar with layouts, 4-H and the camping side of Fair – reservations are currently open.
- Marketing & Sponsorship: Getting quotes from different print companies for event guide books. Sponsorships are moving along as usual. Marketing buys are starting to wrap up.
- **Executive Committee:** Met previously to discuss Idaho Code 74-206 (1)(b)- Evaluation of Employees/Staff Members. Ken Renner moved to enter into executive session to continue the conversation, Linda Rider seconded the motion. Upon a roll call vote, the motion passed unanimously.

**Executive Committee commenced, and regular session opened for public comment at 8:30.**

**For the Good of the Order**

**The meeting adjourned at 8:35 pm**

Submitted by Brittany Morris, Kootenai County Fairgrounds