

**April 9, 2019**  
**Kootenai County Fairgrounds**  
**Board of Directors Meeting**

**The meeting was called to order by Chairman Jerry Johnson at 6 PM**

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

**Roll Call:** Board members present- Zach Bane, Jerry Johnson, Linda Rider, Joe Doellefeld and Elise Burton. Also in attendance were Bill Brooks, Kevin Kirking, Teresa Balderrama, Alexcia Jordan, Allan Dykstra, Brittany Teverbaugh, and Cory Jasmin.

**Changes to the Agenda:** None.

**Hearing of Delegates:** Welcome Bill Brooks, County Commissioner and Kevin Kirking, Fair Foundation President. Bill Brooks reports on County Commissioners duties and how important he feels the Fair is to the County. Kevin reports on the success of Cowboy Ball and that we had a tremendous response with sold out tables and a record amount of money raised. Linda presented Alexcia with a gift of a poster donated by Barb Renner.

**Approval of February minutes:** Joe Doellefeld made motion to approve, Linda Rider seconded. Motion carries.

**Reading of Correspondence:** A thank you note from Horse Leaders was read.

**Discussion of Claims and Financial Statements:** Elise reviewed bank statements, paid and unpaid invoices and declared that everything looks reasonable and customary. Elise made motion to approve, Linda seconded. Motion carried.

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

#### **Old Business**

Action Items

- Alexcia reports she will be presenting to the County Commissioners on the 2020 budget in the near future.

#### **New Business**

Discussion Item

- Open Meeting Laws presentation is postponed due to absence of presenter.
- Alexcia distributes the Fair Managers Annual Report. Bill Brooks asks for a copy for County website.

#### **Committee Reports**

- Budget and Finance – Elise says it looks like we are spending more money than before but we need to keep in mind the Fairgrounds recent tractor purchase. Joe asks if the new chairs and tables were included in budget and Elise reports that they were. Fairgrounds will be under budget for new bars and cooling room. Fairgrounds is in good financial shape. Sponsorship money is continuing to come in and cash reserves continue to grow.
- Development and Planning – Linda brings Master Plan from 2012 and reports we are behind. Jacklin needs to be updated. It needs to be bigger and have a better infrastructure. Alexcia reports that she is looking into companies that specialize in developing Fair facilities. Joe asks that we look to the future for this building. Elise asks that we build in savings in the 10 year plan. Joe recommends we watch grants and that we have enough in an in-kind contribution and grant match. Zach asks that we look for outside committee members for this fundraising and development.
- Facilities – Zach asks Allan to report. Allan reports that we have proposals on gates and repaving and fixing parking lot. Shawn Riley is coming to meet about the county's involvement. We do not have enough in the budget to pave

this year. Zach says he has had a lot of correspondence that the parking lot is in bad shape. Alexcia says that CdA Paving and Interstate Concrete are both interested.

- Rodeo – Zach reports that the Bareback Bronc clinic was well attended. Xtreme Bulls has 35 bull riders and more money has been added for winners including a bronze sculpture donated by Kevin Kirking.
- Equipment – Zach asks what is the Maintenance protocol on the new tractor? Allan reports It is contracted that Pape maintains for first three years, then Wade will train Fairgrounds staff.
- Livestock and 4-H – Teresa reported that Pen the Ponies fell \$12000 short of goal. Luckily bid was substantially lower with new provider. Teresa says 4-H will cover difference. Stall plaques are for sale. 4-H numbers are through the roof with over 720 kids this year and an entire school which brings numbers to 1050. Elise asks about Livestock show and Teresa reports that it in on website and has lots of interest. U of I will lead LEGO league and robotics.
- Staff Report – Brittany submitted a sponsorship comparison for the last four years. Reports on good interest and response. She would like to get more volunteers involved. Keller Williams will come in May and revamp the North Barns. Findlay will add to their signs and add a Kootenai County Fairgrounds sign on Grandstands. Fairgrounds will sponsor a monthly calendar of events in CdA Press, and we are trying a marketing campaign on shopping carts at Safeway. Countdown on Social Media with fun, bright colors. New domain name is nisfair.fun Press ran a feature of Craig Morgan concert. Brittany submitted Facebook analytics for RV Park. Reports that Coyote Country was very successful for concert last year and we have the same deal this year. All promotions up and running.
- Marketing and Sponsorship – See Staff Report.
- Fair & Special Event – Linda reports Farm to Table has all Lakeland and PFalls 5 graders and Borah, Atlas, Holy Family and NW Explorers, this is over 1100 kids. Look to growth for 2020.
- Executive Committee—Zach asks that we look into hiring a consultant for Executive Director and Board Development. Recommends Jeff Conroy. Jerry asks Zach to set up a meeting with Jeff.
- Public Comments—none.

Jerry entertains the motion to adjourn, Elise makes motion, Joe seconds. Meeting adjourned at 7:41 PM.