

**NCW Fair Board Meeting
Thursday, February 9, 2023**

Members Present		
<input checked="" type="checkbox"/> Christy Asmussen <input type="checkbox"/> Adam Foged <input checked="" type="checkbox"/> Julia Goodman <input type="checkbox"/> Leon Grant <input checked="" type="checkbox"/> Heidi Hedges	<input type="checkbox"/> Chance Landon <input type="checkbox"/> Becky Matthiesen <input checked="" type="checkbox"/> Marie Overton <input checked="" type="checkbox"/> Bill Schneider <input checked="" type="checkbox"/> Jesse Shafer	<input checked="" type="checkbox"/> Jamey Jo Steele <input checked="" type="checkbox"/> Margaret Viebrock <input checked="" type="checkbox"/> Lori Beidler <input checked="" type="checkbox"/> Ann Whitehall <input checked="" type="checkbox"/> Sheri Bock
Staff	<input checked="" type="checkbox"/> Carolyn Morley <input checked="" type="checkbox"/> Nicole Sanders	<input checked="" type="checkbox"/> Ashley Freeman <input checked="" type="checkbox"/> Ramon Ramirez
Guests	<input type="checkbox"/>	<input type="checkbox"/>

In the absence of Adam, Jesse called the meeting to order at 6:00 p.m. He mentioned that if you have items to be added to the agenda, please do so.

Jamey Jo moved, and Margaret seconded the motion to approve the minutes from the meeting held on January 12, 2023, as presented. The minutes were emailed to all Board members previously. It passed unanimously.

Old Business

1. Appreciation Dinner:

- Approximately 75 positive responses were received from the invitations sent.

2. Open Fair Superintendent Positions

- Arts & Crafts
- Baking
- Floriculture
- Horticulture

3. Fair Board Positions, /Elections & Bylaws

All changes to the bylaws were approved recently by the Board of Commissioners. A copy of the bylaws as amended are attached to these Minutes.

New Business

1. FOF Crab Feed (March 11):

- a. **Auction items/Donations – updates & needs** – A reminder that the market value MUST be included for each auction item to be in compliance with requirements due to the 501(c)(3) non-profit status. A written receipt is required for each item donated.

- b. Lifetime Achievement Award Nomination – a single, well qualified candidate was nominated. Jamey Jo made the motion; Margaret seconded. The motion to select the recipient was unanimous and will be recommended to the Board of Commissioners.
- c. Volunteer lists – Margaret disseminated an updated list. Ann mentioned that the list of auction workers has not changed.
- d. Head table discussion – do we have two sold at this year’s auction? After some discussion, it was recommended unanimously that Carolyn make an executive decision if she decided that the sale of a second head table for next year’s auction is warranted.
- e. Ed is picking up the crab
- f. Weights for balloons was briefly discussed and tabled for discussion with Bob Brown
- g. Wristbands are to be mailed out to ticketholders
- h. There will be no “chair tipping” to reserve seats. If we see this, please right the chairs once again.
- i. Everyone was recommended to be persistent in soliciting their auction donations and be sure to let the office know what you’ve secured commitments for. Items are “due” March 4.

2. Workdays Scheduled – Hours for each workday are 9:00 a.m. through 12:00 p.m.

- 2/18/23 – Demolition interior of agriculture, photography & dog barns
- 3/25/23 – Demolition interior of agriculture, photography & dog barns
- 4/29/23 – Finish demolition and start painting the interiors of agriculture, photography, and dog barns. Put up plywood in dog barn.
- 5/6/23 – Painting the interiors of agriculture, photography, and dog barns. Build and put-up shelving in agriculture, photography and dog barns
- 6/3/23 – Build and put op shelving in agriculture, photography and dog barns.
- 7/22/23 -- Annual workday; fair set-up
- 8/5/23 – Annual workday; fair set-up

If you can attend any (or all) of these workdays, there will be plenty of things for everyone to work on. And, spread the word to get willing bodies to come and help.

3. Fair Budget – Carolyn delivered an in-depth discussion to overcome confusion surrounding the budget. Her budget is required to be submitted to the Board of Commissioners by September 15 annually. It becomes “finalized” in October annually although minimal adjustments may be possible in December for minor corrections. The Board of Commissioners has the final oversight of the Budget.

- Professional services is a broad category lumping all contracted services (rodeo, livestock, race, etc. – anything with a contract).
- Concert tickets include gate entry.

- The \$50,000 sponsorship (concert sponsors, banners, etc.) is what is required to meet the budget expenses.
- The rodeo expenses are paid for by the Fair.
- The race sponsorship dollars go into the race account because of the requirement for physical checks to be issued for purses. All the race sponsorships are paid out to the racers as purses.
- The \$6,000 raised by the hoe-down was part of the \$22,000 in actual expenses paid by NCW Fair to construct the announcer's booth. The remainder of the funds were paid for by the Commissioners.

4. Friends of the Fair Board – There are two open positions. If you have nominees, contact Carolyn or Bob Brown. Candidates are eligible if they are a prior Director for NCW Fair; former NCW Fair staff members; and former NCW Fair barn superintendents.

5. WSFA, Super School (March 25) – Agenda was attached—NCW Fair will pay the registration fee if you are interested in attending. Please let Carolyn or Ashley know by March 10.

6. Off-season events – Four off-season events were discussed briefly. Carolyn will inform the public regarding her timetable as she feels appropriate.

With no further business, the meeting was adjourned at 7:14 p.m.

Ann Whitehall, Secretary