

**NCW Fair Board Meeting
Thursday, November 3, 2022**

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

Adam called the meeting to order at 6:06 p.m. He mentioned that if you have items to be added to the agenda, please do so.

Margaret moved, and Becky seconded the motion to approve the minutes from the October 13, 2022, meeting as presented. The minutes were emailed to all Board members previously. It passed unanimously.

Old Business

1. Budget Updates:

Carolyn briefly reviewed the financial report; revenue is coming in from winter storage payments.

2. Off Season Events

Funding for the off-season events was included in the Budget presented to the Commissioners

3. Photo request

Pam Grillo was asked to reschedule this for the spring due to the changes in the weather.

4. Grange Incorporation Updates.

a. The proposed modification to the By-Laws was discussed. This will be reviewed in detail at the annual meeting in January for presentation to the Board of Commissioners to add an additional member to represent the Grange Youth Fair Program.

b. The Grange Youth Fair Program representative has been selected. Sheri Bock was appointed by the Grange to fill the position. Her title is the Grange Youth Fair Program Coordinator.

c. The recommendation to the Board of Commissioners in the form of the Proposed By-Law changes was discussed.

5. Capital Improvement.

a. The demolition of the horticulture and arts/photography building is scheduled for Saturday. If you can be there to help, that would be wonderful.

6. Grant Submissions

- a. Horse barns (by the rodeo arena)
- b. Leveling and grading the parking lot

New Business

1. Committee Reports:

a. Entertainment – Adam mentioned that he and Carolyn have been communicating with representatives from Romeo Entertainment. There’s nothing further to report currently. They are trying to book acts for both Thursday and Friday night concerts (perhaps a package deal). They are considering opening track seating back up, but it depends upon the artist secured.

b. Livestock – The Committee is working to prepare notebooks for barn superintendents to include duties, responsibilities, expectations, organizational chart, contact information, forms, etc. to standardize the process. Marie is interested in reviewing that information for potential use with still life barn superintendents.

c. Race and Rodeo -- There was nothing to report currently

d. Fair & Facility Operations –

- i. This newly formed Committee needs a Chairman; members as follows:
 - o Heidi – office
 - o Marie – oversight of still life
 - o Leon – stage entertainment
 - o Margaret – premium book
 - o Julia – Baby land

2. Off Season Storage Update

Carolyn reported that the rabbit barn is full, as is the 4-H building. There are only 6 openings left and they are calling from the wait list to fill these spots.

3. Convention Recap

Adam, Carolyn, Nikki, Lori, Leon, and Ann attended the conference. Each discussed a bit about their “take away” from the conference. All felt it was very worthwhile to have attended.

4. New ONLINE Registration software

After considerable discussions at the State Fair convention in October with users of other software, a decision was made by the Fair Manager to migrate to a new software; Fair Entry (vs Blue Ribbon). It is web-based and allows on-line entry, judging, add-ons, and payment. The Livestock Committee concurred with the change in software. Lori and Ann are working with the technical support folks to get started on the migration to new software.

5. Change in Department of Ag Fair evaluation forms – The State of Washington Department of Ag evaluation form is how we qualify for grant monies annually. The criterion are changing.

a. All staff and volunteers need information about a safety plan. Lori volunteered to create a new map of the fairgrounds, which could include a numbering system of each location, from which a safety plan could be developed. Carolyn distributed copies of an Emergency Operations Plan for the NCW Fair.

b. Ag Display – how do the agricultural products produced locally impact the world around us? We need to complete the “ag experience building” and include an educational piece. We’ve not done well in this area previously.

c. Inclusivity and special needs. Migrant workers. Native Americans.

d. The Mission Statement needs to be posted at the gates, barns and buildings.

e. Signage for:

- information purposes
- first aid station
- lost persons
- directional signage
- buildings & barns shown on a map

f. More special exhibits

- seniors
- science
- market livestock
- lapidary

6. Crab Feed Discussion – we need to discuss the following:

- Ticketing – all on-line
- Price increases
- Auction items
- Wine give-away?

7. Open Barn Superintendents

- Floral
- Arts & Crafts
- Horticulture
- Baking
- Jill Thompson – will she continue as sewing/quilting barn super?

8. Nominating Committee

- The Presidency is up for election
- Need to know how many Board positions are up for renewal (Ashley will send out an email)

- Margaret will “chair” the Committee. Other members volunteering were Julia and Heidi.

9. Time for committee meetings

- Race/Rodeo – arena dirt, T-Mobile Grant Opportunity
- Livestock – binder chat, new software, judges, expectations
- Operational – ag display help, finding new supers/judges, expectations
- Entertainment – any updates?

With no further business, the meeting was adjourned at 7:45 p.m.

Ann Whitehall - Secretary