

**NCW Fair Board Meeting  
Thursday, October 13, 2022**

<b>Members Present</b>		
<input checked="" type="checkbox"/> Christy Asmussen <input checked="" type="checkbox"/> Adam Foged <input checked="" type="checkbox"/> Julia Goodman <input checked="" type="checkbox"/> Leon Grant <input checked="" type="checkbox"/> Heidi Hedges	<input checked="" 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
<b>Staff</b>	<input checked="" type="checkbox"/> Carolyn Morley <input type="checkbox"/> Nicole Sanders	<input type="checkbox"/> Ashley Freeman <input checked="" type="checkbox"/> Ramon Ramirez
<b>Guests</b>	<input checked="" type="checkbox"/> Sheri Bock	

Leon called the meeting to order at 6:04 p.m. He mentioned that if you have items to be added to the agenda, please bring them up to the President ahead of the meeting.

Margaret moved, and Jamey Jo seconded the motion to approve the minutes from the September 8, 2022, meeting as corrected (Adam was absent from that meeting; the minutes did not reflect that). The minutes were emailed to all Board members. It passed unanimously.

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

**Old Business**

**1. Rental Rates:**

Rental rate increases discussed during last month’s meeting were approved by the Board of Commissioners, as was the establishment of rental rates for the rabbit/poultry barn, 4-H/FFA/Grange building, and the Open Class Horse Barn.

**2. Washington State Fair Convention**

Attendees for the upcoming WSFA convention in Pasco were asked to stay after the meeting to formulate plans for attendance at various sessions, transportation, etc.

**3. Crab Feed/Board Member appreciation dinner ideas.**

Carolyn proposed holding an appreciation event for barn superintendents, the Board, Friends of the Fair, etc. likely this winter. It would include a catered meal and potentially an inspirational speaker.

**4. Ticket Sales/Income/Attendance 2022.**

Information was provided by Carolyn regarding the results from the 2022 NCW Fair with comparisons to previous years (2017, 2018, 2019 and 2021).

## **New Business**

### **1. Committee Reports:**

- a. **Entertainment** – Adam mentioned that he and Carolyn would be meeting with representatives from Romeo Entertainment during the upcoming WSFA convention.
- b. **Livestock** –
  - i. The livestock sale generated nearly \$363,500 this year. As soon as all revenue has been received, checks will be issued to exhibitors. Information was provided to Douglas County AP for the issuance of premium checks.
  - ii. 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** --
  - i. Discussing arena issues regarding replacing the surface (soil & sand)
- 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. Budget**

Carolyn discussed the 2021 Actual Expenses; the 2022 Budget with YTD projections, and the 2023 Budget request that will be presented to the Board of Commissioners.

### **3. Off-Season Events**

Carolyn discussed proposed off-season events that she will present to the Board of Commissioners for approval. There are four of them:

- o A date as yet to be determined (likely in January)
- o May 6
- o June 30 and July 1
- o September 16

### **4. Photo Request**

Carolyn discussed her desire to have photos taken of the Board members, which has been discussed previously. Pam Grillo has consented to take those photos (individual and a group photo).

## **5. Grange Incorporation Updates**

Since participation by Grange Youth in the NCW Fair was previously approved, an amendment to the Bylaws is necessary to increase the number of appointed Directors from 14 to 15 to include a representative (we need the exact title) for Grange Youth. That selected representative is Sheri Bock. The proposed amendment will be presented to the Board for consideration at the annual meeting in January and subsequently submitted to the Board of Commissioners for final approval.

## **6. Capital Improvements**

Marie mentioned that they will be renovating the horticulture/arts/photography building this winter. Demolition day is slated for Saturday, October 15. They need all of the help they can get to work on this project and apologize for the short notice. It will be an ongoing project to be completed by spring.

## **7. Grant Submissions**

The following projects were discussed:

- a. Funding for a new horse barn near the rodeo arena consisting of 50 stalls (12' x 12') and an office was requested for \$300,000, which was approved in full. This building will replace thirty-four existing stalls.
- b. Funding to level and grade the parking lot was requested at \$250,000; approval was received for \$200,000.

## **8. Queen (royalty) Proposal**

Christy brought this to the Board for discussion. She has permission to perform research on the matter.

## **9. Posting of Board meeting minutes**

Margaret proposed that the minutes be posted on the NCW Fair website. Going forward the minutes will be published after they have been approved for the previous meeting.

## **10. Code issues in the RV park**

Mayor Jill Thompson filed a public record request regarding the off-season camping (who, how long, revenue generated, etc.).

**Carolyn will be unavailable for two weeks in November, which would include the next regularly scheduled meeting. There was some discussion about cancelling the November meeting or moving the November meeting to a different date. No decision was made; however, if the November meeting is moved, public notice is required.**

With no further business, the meeting was adjourned at 8:10 p.m.

Ann Whitehall - Secretary