

Boundary County Fair Board Members
Ken Goggia, Chairman
Stacie Watts, Vice-Chairman
Glenda Poston
Bert Wood
Dave Wenk



Boundary County Fair Board
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2023 MINUTES of Fair Board Meeting
Monday, June 12 @ 6:30 PM
Boundary County Fair Board Room

Call to Order of the Monthly Board Meeting– 6:31 PM by Ken Goggia

In Attendance: Ken Goggia, Bert Wood, Glenda Poston, Dave Wenk, Paula Burt, Stacie Watts, Jodi Stoddard, Trey Bateman

Absent: Chris Sabin

Executive Session: Temporary Summer Help Interviews x2 and decision. Motion to go into Executive Session was made by Dave at 6:32 and seconded by Glenda. Motion to return to regular session at 6:50 was made by Glenda and seconded by Dave. Motion carried. Motion to hire Meggie Bethany Kahanek as a temporary summer help was made by Glenda and seconded by Dave. Motion carried. Have her start Friday June 23 when Chris gets back from vacation.

Guests:

May 8, 2023 Minutes approval Dave motioned to approve the minutes. Bert seconded the motion. Motion carried.

Maintenance/Administrator/Fair Reports

Chris: Maintenance Report - he is on vacation. The handrails did get mostly installed on the Outdoor Arena.

Jodi: Admin Report – A charter school has asked if they qualify for a free fair booth. Because of our current wording, it appears that they would qualify. Wording needs to be reviewed for next year.

Paula: Fair Report – She will order the lawn games. The Fair book still hasn't been cleared by 4-H nor sent to the printers. Glenda suggested that we invite Debbie with 4-H to our October meeting to discuss solutions to expedite the process of putting the book together and getting it to the printers earlier. Glenda suggested Paula make some Restroom signage for fair. Paula is still waiting to hear back about being able to close off the parking lot from the west end of Memorial Hall to the Indoor Arena. Dave said he will ask Brian Zimmerman if there is a problem. A discussion was had about putting some strings of solar lighting up. Paula will set up the beer garden at the east end of the parking lot. Paula will be out of town during the July meeting, but we will schedule another meeting in July where fair assignments will be made. Paula will contact the Fair Royalty applicants, and start working with them now. Then at the July meeting, the board will decide on a date for a dinner with the applicants where they can get to know them better. Parade Permit and an order for Fair Premium money will need to be added to the June 30 accounts payable. Items to throw out at parade: otter pops, rubber wrist bands, mini frisbies.

Facilities, Expense/Budget worksheet– Motion to pay the bills of \$12,643.44 was made by Dave, seconded by Bert and the motion carried.

- Bills Paid \$ 10,129.40
- Payroll \$ 2,514.04 (Total Bills & Payroll \$ 12,643.44)
- Capital Expenditures \$ 5,862.25
- Rental Security Refunds \$ 660.00
-

Income Report \$ 5,035.42

Checking/Savings Account Balances as of May 31, 2023

- Checking \$ 55,382.46
- Savings \$ 169,637.28

Old Business –

- Job descriptions review.
 - The finalized list of the duties of the Maintenance Manager, Fairgrounds Administrator and Fair Manager was reviewed. Motion to approve the updated lists of duties was made by Dave, seconded by Bert, motion carried.

New Business –

- 2023 Fair Convention will be in Coeur d’Alene in November. Approve funds to attend? This is tabled until July. The Board asked Paula to provide them with the daily agendas of the convention so they can see which day(s) to attend. Put on July’s Agenda.
- Raise the hourly cleaning fee for facility rentals from the current \$25 per hour to \$50 per hour and change the rental agreement wording to the following “ **if the facility is not cleaned after use and/or if extensive cleaning/maintenance/repairs/replacements are needed, labor will be billed at a fee of \$50/hr with a minimum of \$75 which will be deducted from the Rental Security Deposit.**” Motion to update the cleaning fees as listed was made by Dave, seconded by Bert. Motion carried.
- BUDGET 2023/2024 Table until July meeting.
- Glenda mentioned that the City of Bonners Ferry will have a sales tax increase of 1% - taking the tax to 7% beginning July 31. That will likely affect the sales tax we charge on our rentals.

Adjourn: Motion to adjourn was made by Glenda at 7:45, seconded by Dave. Motion carried.
The next Board Meeting will be on July 10 at 6:30 PM.

Ken Goggia (Ken Goggia – Fair Board Chairman) 7/10/23 (date)

Jodi Stoddard (Jodi Stoddard – Fair Administrator) 7/10/23 (date)