

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, November 13 @ 6:00 PM**  
**Boundary County Fair Board Room**

**Call to Order of the Monthly Board Meeting**– 6:00 pm

**In Attendance:** Ken Goggia, Stacie Watts, Dave Wenk, Paula Burt, Jodi Stoddard, Chris Sabin

**Absent:** Glenda Poston, Bert Wood

**Guests:**

**Tammy Hedrick** submitted a recommendation for animal policies for the fair. If we approve the policy in the fair book, the fair vet will have the authority to have an animal removed. The board will review the information she supplied, Paula will rewrite it so it is fair book ready, and it will be approved at the December board meeting.

**Liz Wood** 4-H sign-ups are in full swing. They are expecting a full barn plus. The awards program was successful. *gr*

**October 16, 2023 Minutes approval** Motion to approve the October 16, 2023 minutes was made by Dave, and seconded by Stacie. Motion carried.

**Maintenance/Administrator/Fair Reports**

**Chris: Maintenance Report** – all Indoor Arena handrails are up. Ensz hasn't ordered the electrical that Larry needs to finish the building. At this point, it is on hold until we get ahold of Larry. Kevin can't get to the Wells building until next spring anyway. Dave mentioned that he spoke to Kevin. Kevin is worried that the old trusses will hold the new roof wood and suggests that we get an engineer to check it out, or just put up new trusses. The original trusses were never engineered. The ceiling has been removed, so the trusses are visible. Chris will store the pick-up in the indoor arena over the winter. KG&T – Chris will call and remind them that they need to remove the porta-potty, and bring another one next MARCH – OCTOBER, 2024. The crowd control panels arrived today.

**Jodi: Admin Report** Jodi will go to 2 days per week during the slowest time of the winter. She will post consistent hours and have her home and cell numbers available on the answering machine and door.

**Paula: Fair Report:** She is still waiting to hear back from one of the bands for Wednesday's concert.

**Facilities, Expense/Budget worksheet**– Motion to pay the bills and payroll was made by Dave, and seconded by Stacie. The motion carried.

- Bills Paid \$ 3,729.77
- Payroll \$ 2,048.59
- Capital Expenditures \$ 0
- Rental Security Refunds Facilities \$ 750.00

**Income Report**

**Checking/Savings Account Balances as of OCT 31, 2023**

- Checking \$ 40,775.33
- Savings \$ 169,710.11

### Old Business –

- Concerning the review of books and accounting procedures. On 10/30/23, Jodi spoke to Leonard. He says there is a shortage of CPA's available for Reviews or Audits. He will check with Glenda again to see if we are seeking something more on the order of a procedures overview rather than a Review or an Audit, and make recommendations from there. If we just want a procedures overview that would tell us where we might want to tighten up or revise our bookkeeping practices, then he thinks Deborah Youngwirth can do that. Leonard supplied Glenda with a couple other names to try – Jim Hutchinson from Sandpoint, and Ruth Ann Wilson. Jodi will check with these people.
- Update on information about the Eagles fair donations being increased. Dave reported that he will be going back to them for more money in addition to the \$350 they were planning to increase it to. He will report more later.
- Kevin Weber's availability to finish the Well's building, and info about the remaining supplies that were pre-purchased by Larry. (see updated information above)
- The board asks if Paula needs Jodi's help in putting the fair book together. Paula said as long as 4-H gets the ads to her in a timely manner, she should be able to put it together in time. We will put the Open Class Entry pages online early and print out copies to hand out in the office so exhibitors can get started on their entries earlier in the season.
- ICRMP report concerning putting an ATM in the office during the Fair. Justin with ICRMP said there are no restrictions that he is aware of. He followed up and said we would be covered for both the cash and the machine.

### New Business –

- Tammy Hedrick supplied information for creating a better livestock policy for the fair. Paula will write it up and we will review it next meeting for ACTION.
- Oliver Andrews was not present to give us a quote for remodeling the old horse barn. Stacie is having someone come and look at the inside and will give a quote, at which point we will move forward. Paula suggested checking with the Coverage Company (at 3-mile). Table for another month. Stacie will update Jodi with what she finds.
- Request to establish an hourly fee to charge renters for table set up or other prep work for events. Add to December's agenda for an (ACTION). Jodi will Run ad for 2 weeks in Bonners Ferry Herald for Public hearing for a new fee of \$42 per hour for employee labor rate for facility set-ups, as well as for working up Arena, tractor usage, etc. which matches the State rate with a minimum of two hours. Also, add electricity for overnight camping during an event at \$20/night?. For events, add a cost for food vendors to be managed by the Event of up to 3 food vendors for \$150/day, or up to 5 for \$250/day. Dave will get the state rates to Jodi.
- Fair Theme Ideas for 2024: The Board members will come back in December with their top 5 choices from the list provided, or with additions of their own.
- Review who gets free facility rentals per previous board decisions, and discuss any changes to current policy. Jodi will bring previous minutes that discussed this issue next meeting – add to December's Agenda.
- Open Class table-top display ideas to replace or add to current large rolling displays. Paula took photos at the RMAF convention and wants to add some additional photos and display ideas for consideration. Table for next meeting.
- Tighten up accessibility to Fort Knox, keys, and office access. Dave suggested that 4-H get a safe and keep their money in their own office and not in the fair office, or get a key from their bank to deposit it at night. Table for December meeting.
- The motion to move the board meeting winter meeting time to 5:30 pm from October – March, and to keep the Summer time as-is at 6:30 pm was made by Dave, and seconded by Stacie. Motion carried.
- Update the 2024 Facility Rental fees and Fair Booth Rental fees. Motion was made to leave the Facility Rental prices at the 2023 rates was made by Dave with the exception of the Public Hearing price increases and additional fees. Seconded by Stacie. Motion carried.

- Report/discussion RMAF Convention. Everyone who attended should turn in their notes so we can have them on file and use them for future planning.
- Dave was able to get fair attendance records from Dave Sims with the Boundary County Economic Development. In 2022, fair guests were 9,100 with a visit frequency of 2.37%. 6,000 were from Boundary County. 80 people from further out of this area. 2021 attendance was 7,200. Dave will see if we can get this info annually.

**Adjourn:** 8:09 Dave made a motion to adjourn

The next Board Meeting will be on Tuesday December 5 **at 5:30 p.m.**

Ken Goggia (Ken Goggia - Vice - Chairman) 12/5/23 (date)  
Jodi Stoddard (Jodi Stoddard – Board Secretary) 12/5/23 (date)