

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, JULY 10 @ 6:30 PM
Boundary County Fair Board Room

Call to Order of the Monthly Board Meeting– by Ken Goggia at 6:30 p.m.

In Attendance: Dave Wenk, Glenda Poston, Stacie Watts, Ken Goggia, Jodi Stoddard, Chris Sabin,

Guests: Larry Jenkins, Liz Wood

Absent: Bert Wood

Larry Jenkins with Reliable Builders shared his findings on the Wells Building after getting into the ceiling and outer walls. There needs to be additional work over and above the initial quote accepted by the board. Dave motioned that we accept the alternate repairs to the building. Glenda seconded the motion. Motion carried.

Motion to pay the most recent Reliable Builders invoice this Friday, July 14 along with the payroll and quarterly taxes was made by Glenda. Seconded by Dave. Motion carries.

Glenda mentioned there is a small grant to replace lights with LED through City of Bonners Ferry. Jodi will check into it for the Wells Building.

Liz – 4-H report. Everyone is getting ready for fair. Wash-rack should be done by fair.

June 12, 2023 Minutes . Motion to accept the minutes was made by Glenda, and seconded by Dave. Motion carried.

Maintenance/Administrator/Fair Reports

Chris: Maintenance Report – Dust deterrent will be done the last week of July. No information yet about shavings.

Jodi: Admin Report –

- Jodi and Chris will put together a written detailed instructions on what steps are needed to set up the Outdoor Arena, keys needed, where the PA box is and how to access it, # of garbage cans needed, where are they, instructions on the PA system/wires box and any other instructions of what to do to get things ready for an Outdoor Arena event. We will put this next to the key box for easy reference.
- In the future Jodi suggested that the Board review and revise our Personnel policy. Glenda mentioned that ICRMP has a sample personnel policy online.
- Sales Tax on our Rental Agreements has been raised to 7% to cover the Bonners Ferry City tax increase. The forms have been updated on our website as well. As per the people who had prepaid for their fair booths, and for the facilities PRIOR to the announcement of the tax increase, it is Glenda's understanding that since they have already paid, they will not need to pay the extra 1%.
- Shelby from the Vet Clinic said they also have funds for fixing strays and would be willing to help with our cat population. Jodi will order some animal traps.

Paula: Fair Report –

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- Cotton Candy Booth – ‘gourmet’ with multiple flavors. Board is okay with having them as vendors.
- Helicopter Rides - \$45 for 15 minutes (3 people/ride) Behind Outdoor Arena. The Board asks that the company present their proposition at a fair board meeting, including insurance etc.
- Skydiver – Dusty Hanks – Opening Ceremonies? Or before a concert? Liz will have 4-H look into him diving in at Family Fun Night.
- Royalty Interviews – Choose a date Monday, 6:00 p.m. July 31. Pizza for dinner, then interviews.
- Extra Board Meeting date Monday July 31 @5:00 p.m. to finalize fair plans prior to Royalty interviews.
- Paula has ordered extra porta potties for the Fair from KG&T
- Paula ordered Wristbands to throw out at the parade.
- She will order more permanent signs from Photo’s Plus to direct Parking
- Sponsorship money to date is \$,2852 – however, Jodi did get a call from P1FCU last week saying they would like to be a sponsor, so there should be more coming in.

Fair books will be here on Thursday. Debbie cannot get them. Chris will go and get them from Sandpoint – The Reader.

Paula -Ken mentioned he’d like to see real-estate style signage promoting fair week to pop around town. Glenda suggested CheapSigns online.

Facilities, Expense/Budget worksheet– Motion to pay the bills and payroll \$13,227.22 was made by Glenda. Seconded by Stacie. Motion carried.

- Bills Paid \$ 9,595.30
- Payroll \$ 3,631.92 (Total Bills & Payroll \$ 13,227.22)
- Capital Expenditures \$ 0
- Rental Security Refunds \$ 1,258.60

Income Report \$ 9,485.24

Checking/Savings Account Balances as of June 30, 2023

- Checking \$ 46,270.06
- Savings \$ 169,657.14

Old Business –

- 2023 Fair Convention will be in Coeur d’Alene in November. Dave motioned that we register the Board Members (except Bert) as well as Paula and Jodi, for the three days. Motion seconded by Glenda. Motion carried.

New Business –

- Stump Grinding. Motion to accept Dirks or Eby – whichever one we call that can do it prior to the fair was made by Dave. Seconded by Stacie. Motion carried. (Ask for insurance).
- Move Forward with Bids for Old Horse Barn. (table for after the Fair – Stacie will get the details into office)
- Discuss the need for a new disc for the tractor. Ken felt that it could be welded and fixed rather than spend the \$3,000 + to replace it compared to how much it gets used. Stacie feels that if we better groomed the arena, we could rent it more often. To prepare the Outdoor Arena: at the beginning of the year, use the disc and then the cultivator or a small chisel file. Then groom it by using the disc, small harrow, then arena-vader. (5-foot implements at the most for our current tractor – check for specs). Next spring, look at pricing to have someone come in and work it up to start out the year. For this year do the disking and arena-vader at least once per week, and then again if it rains.
- Repair needs for the Outdoor Arena, underneath crows-nest were some nails that need to be hammered down.

- Asphalt sealing cost of \$7,567.86. Commissioners & Memorial Hall will share cost with us three ways. Dave motioned that we split the cost 3-ways for the sealing & striping of the parking lot. Stacie seconded the motion. Motion carried. Jodi will get with Chris to SCHEDULE with Squire when we want it done (after fair)—plan for 2 days
- Discuss the purchase of a side-by-side. Basic model runs about \$12,000. Board doesn't feel the purchase of a side-by-side is warranted at this time. Check on renting larger cans from Frederickson's and come daily and empty them? Also check on prices for renting side-by-sides at several places in Sandpoint. Offer that rental price to the Burt's for the use of theirs during fair.
- BUDGET 2023/2024 Motion to move the approval of the Budget to the July 31 meeting
- Meal Tickets for Fair. Glenda suggested packets for each person. Book of tickets for butterfly house 8 tickets. Board members get 2 per day. Employees 2/day plus a couple of extra. Livestock Judges 1/day. Open Class & 4H judges 1 ticket/week. Open Class Supers 2/week. Flowers 3/wk. Livestock Supers 2/day. General Supers 2/day. VALUE \$12 for 2023. (ACTION item – table for next meeting – Jodi will make up a spreadsheet with totals for board approval).
- Jodi will make sure that the fair vendors know that there was a 1% increase in sales tax and it will need to be filed through the City of Bonners Ferry.
- Jodi has been in touch with Debbie Youngwirth about a procedural overview of our bookkeeping procedures.

Adjourn: Glenda motioned that we adjourn at 8:43 p.m. Stacie seconded it the motion.

The next Board Meeting will be on July 31, at 6:30 PM.

Ken Goggia (Ken Goggia - Vice - Chairman) 7/31/23 (date)

Jodi Stoddard (Jodi Stoddard – Board Secretary) 7/31/23 (date)