

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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2025 AGENDA of Fair Board Meeting

Monday, JUNE 9 @ 6:30 PM
 Boundary County Fair Board Room

Call to Order of the Monthly Board Meeting – Ken at 6:31p.m.
In Attendance: Ken, Bert, Stacie, Dave, Glenda, Jaycee, Jodi & Bobby
Absent:

Guests: Liz Wood, Donna

Sheep weigh in recently. FFA barn needs to be sided so that barn can get finished. Jodi said that Kevin can't get done till after fair. Plumbing need to also be finished. If can't get sided then do some OSB. Liz will call Justin. Another contractor has been contacted by Jaycee to see if it can get done by them before fair.
May 12, 2025 Minutes approval – (ACTION) Dave makes motion to keep the way they are Stacie seconds motion carries.

Maintenance/Administrator/Fair Reports

Bobby: Maintenance Report – Today was day one, worked on getting things set for this week and got familiar with the grounds, Power washing will take place as well. Dan came and worked Vern on the doors on the exhibit doors.

Jodi: Admin Report – Jodi worked on overview of hours from the last year on hours of the job and projected hours. Created a visual for the board and some hours as well as job responsibilities moving forward until Jaycee is ready to take over all the financials.

Jaycee: Fair Report – Donna, one bus running two drivers, working out of high school parking lot, brought signs for the tents. Wednesday & Thursday 4-closing Friday & Saturday.

Big Ass fans Stacie says to check in with tractor supply on fans.

Facilities, Expense & Payroll Financial report– (ACTION)

- Glenda moved to pay the bills of \$18,521.95
- Bert seconded
- Motion carries

Facilities, Expense/Budget worksheet

- Bills Paid \$ 14,055.16
- Payroll \$5,555.76 (Expenses total \$ 4,466.19
- Capital Expenditures \$ 8,500.00
- Rental Security Refunds Facilities \$ 1,350.00

Income Report \$ 12,409.36

Checking/Savings Account Balances as of May 31, 2025

- Checking \$ 84,355.19
- Savings \$ 30,276.05

Old Business –

- Develop an Outdoor Arena Condition Policy which describes how it needs to be after events. (ACTION)
 - Stacie presented the arena condition policy. Stating the that minimum charge can change to what the board would like. Add amendment to policy to reflect top soil standards which is ¾ screened to bring into the fair. Dave moves to accept the policy with additions to changes. Stacie seconds and motion carries.
 - Get the soil cleaned/sifted, or more soil added in the Outdoor Arena (ACTION)
 - Stacie is looking for someone to screen soil. Wenk Inc not interested. Move to next month July 2025
- Hiring: Bartenders, and Summer Help (RATIFY)

- One of the temp hires has not responded Jaycee suggested to move down the list of other applicants to hire.

- Approve Jaycee's time/hour commitment going forward.
- Dave moves to have Jaycee work at 32 hours a week until 1st week of July and adjust for fair preparation as needed, the board will then re look after fair, Glenda Seconds, motion carries.
- Mountain West Bank. Add Jaycee: need signed May Minutes w/2 Board Member signatures. Then all board members will need to sign cards at bank.
- Need signed main minutes with two board members signatures then all board members will need to sign cards at the bank.

- Revisit 'Open Arena Annual Rental' update the policy (ACTION)
 - Stacie suggest to create a policy for all family pass holders to sign and suggested that they come back in sign as well as paying their yearly dues. Table to July

- Revisit holding the 2025 Fair Parade
 - The commissioners would like to have this and feed back from community says we should. Stacie will work to make this organized and more formal with announcers and prizes.
 - Dave motions, Bert seconds, motion carries.
- Drinking fountain is past warranty. Company said to hire a plumber or 'tech' to fix it.
 - Have Bobby look it over and see if he can order a new pump.

New Business –

- Work on and approve the 2025-26 Budget. (ACTION)

- Waiting on request to be approved or denied by commissioners. Table to September.

- Open Ride Night – Stacie Watts (ACTION)

- \$10 ride nights hosted by the fair for an open ride night and give them a reason to ride here vs. driving to Sandpoint and let us keep some money. Family passes does not work for this as it will be worked just for this event, Maybe make a little money to put back into the arena. Contract has to run through legal. Dave motions to approve move forward pending legal advice, Stacie seconds, motion carries. Stacie's will email the board after talking with Bill.

- Paint gravel parking lot with parking spaces the week prior to fair. The fair would pay for the paint. (ACTION)
 - Dave priced for parking lot to be painted with lines for fair at \$1000 in paint costs, 18x9 ft giving us 275-300 parking spaces, can borrow from road and bridge, suggested to calcium beforehand as well. Will take 25 gallons of paint is suggested. Glenda moves to accept, Stacie seconds, motion carries.
 - Traffic control during fair- This will need to go to city council. We will need to get signs and barricades. Dave will attend and work on this project. Ask reserves if they would be willing to volunteer to keep traffic moving. Old Business

- RMAF Convention November 2025 (ACTION)

- Held in Billings Montana. Dave and Stacie would like to go and ask commissioners if we can use a county rig.

- 3-month CD rolled over on June 6, 2025

- Just let it roll over each month.

- Meal Tickets prices for 2025 Fair

- Leave the same as last year.

- Fair Office Cell Phone

- Glenda moves, Bert seconds and motion carries to get a cell phone.

- Job Titles (ACTION)

- Dave would like to have one person oversee all the employees similar to CEO, and when necessary have two board members help with decision making. Glenda moves to give Jaycee job title at Fair

- Administrator to oversee all Employees, purchases, etc Bert Seconded, motion carries

- Appoint Jaycee as the Fair Board Secretary (ACTION)

- Stacie moves, Bert seconds, motion carries.

Executive Session – entered at 8:11 pm and back into regular session at 8:20 pm

Other:

- Martin wood products wants to do the whole project take down and put up the new fence. Dave asks that we get a different dumpster for this project. Dave will contact them so they can move forward.
- KG& T we decided to do 15 porta potties rather than the 15

Adjourn:

The next Board Meeting will be on Monday, July 14, 2025 at 6:30 pm.

Jaycee Watkins

Ken Higgins