

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



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**2023 MINUTES of Fair Board Meeting**  
**Monday, March 13 @ 6:00 PM**  
**Boundary County Fair Board Room**

**Call to Order of the Monthly Board Meeting**— by Ken Goggia at 6:00 pm

**In Attendance:** Glenda Poston, Dave Wenk, Stacie Watts, Ken Goggia, Jodi Stoddard, Paula Burt

**Absent:** Chris Sabin and Bert Wood.

**Guests:** Liz Wood. 4-H projects have begun. FFA has a couple of kids going to District. Trew Lammers just returned from being a page at the Boise event. Beef weigh-in is March 25.

**February 13, 2023 Minutes approval** Motion to approve the minutes was made by Glenda, and seconded by Stacie. Motion passed.

**Maintenance/Administrator/Fair Reports**

**Chris: Maintenance Report** (given by Jodi). Chris reached out to Larry about a more solid date for starting on the Well's building but hasn't heard back.

**Jodi: Admin Report** – We now have the training and written instructions on how to change the internet passwords. Add to the April agenda a discussion to charge for the use of the internet to individuals and/or groups. Most of our cameras are now back online. Four cameras that are under warranty are being sent back to Lorex by EL Internet for repair. Jodi will Contact Kylie White with Parks&Rec to see if they would like cameras in the pavilion. We have the monitor in our office but would charge Parks&Rec for the cost of the cameras, wiring and labor. Add changing the board meeting time from 6:00 pm to 6:30 pm to the April Agenda.

**Paula: Fair Report** Paula sent out 50+ sponsorship letters last week. We have already received one back from Mt. West bank saying they will sponsor us for \$550. The 2023 Fair Convention will be Nov 8-10 in Cd'A. Paula asked for board members to consider attending, and that it be put on the Agenda for next month. She asked for a more defined definition of who gets a free fair booth and who pays. Dave asked if we want to put the free booths on the grass and save the Pavilion for those who are renting a booth. And Paula asked where to put the fire trucks so they are out of the way. Put this on the April agenda. Paula will research who has gotten a free booth in the past, and why.

Dutch oven contest – Liz said the response received in the past was that it was too much work, too hot, etc. The interest just doesn't seem to be there to continue with it at this time.

Concerns were voiced about the expense for the number of hotel rooms needed for the fair judges. Liz will check with 4-H and FFA alumni to see if they will sponsor some of the rooms.

Paula put together a list of job descriptions for her and Jodi which define the responsibilities for the Fairgrounds Administrator and the Fair Manager. Stacie will compile an official job description to be reviewed by the board in April.

**Facilities, Expense/Budget worksheet**– (ACTION) Motion to pay the bills and payroll of \$4,350.58 was made by Glenda Poston, and seconded by Dave Wenk. Motion carried.

- Bills Paid \$ 2,412.92
- Payroll \$1,937.66 (Total Bills & Payroll \$ 4,350.58)

- Capital Expenditures \$ 0
- Rental Security Refunds \$ 750.00

**Income Report** \$ 5,687.41

**Checking/Savings Account Balances as of February 28, 2023**

- Checking \$ 63,320.99
- Savings \$ 169,625.34

**Old Business –**

- Ralph Byquist asked to be back under the Pavilion. The board suggested that Paula send them a letter asking them what solutions they suggest to remedy the concerns about the grease and smoke from their fryer as well as leaving their oil burners unattended.
- Paula will revise the wording for fair vendor rules & contracts pertaining to vendors being required to stay in their booth by bolding a few of the words as discussed by the board.
- The County Commissioners approved Dave Wenk for the vacant fair board position. Dave is replacing Ben Robertson.

**New Business –**

- Add Dave Wenk to the Mountain West bank accounts, and remove Ben Robertson. The motion to add Dave and remove Ben from the bank account was made by Glenda and seconded by Stacie. Motion carried.
- Summer maintenance employees. Stacie motioned that we hire two temporary part-time additional maintenance employees for a maximum of 24 hours per week starting on June 12<sup>th</sup> at \$15.00 per hour, with additional hours beginning two weeks prior to fair and full-time hours or more as needed during the week of fair. Glenda seconded the motion. Motion carried.
- The board would like to compile a list of what needs to be done on the fairgrounds for year-round maintenance as well as a list specific for fair time. Paula will compile the fair time list, and Jodi and Dave will compile a grounds maintenance list.
- USDA Grant – They have a new person, and suggest we start the process over again. The board needs to choose a new building to be renovated, and begin moving in that direction in accordance with the USDA protocol. The old horse barn had been discussed in the past. A motion to remodel the old horse barn by going through the USDA grant process was made by Stacie and seconded by Glenda. Jodi will start the new paperwork. Motion carried.
- Employee pay increases.

**Executive Session –** At 7:45 p.m. a motion to move into executive session to discuss payroll increases was made by Stacie, and seconded by Dave. A roll call was taken. The board moved out of Executive Session and back into the regular board meeting at 7:56 p.m. A motion to raise the salaries of Jodi Stoddard, Paula Burt, and Chris Sabin to \$21 per hour beginning April 16<sup>th</sup> was made by Glenda, and seconded by Stacie. Motion passed.

**Adjourn:** Glenda motioned to adjourn at 7:57 PM  
The next Board Meeting will be on April 10th at 6:00 PM.

Ken Goggia (Ken Goggia - Vice - Chairman) 4/10/23 (date)

Jodi Stoddard (Jodi Stoddard – Board Secretary) 4/10/23 (date)