

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



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2021 MINUTES of Fair Board Meeting
Monday, August 2, @ 6:00 PM
Boundary County Fair Board Room

Call to Order of the Monthly Board Meeting– 6:00 p.m.

In Attendance:

Board Members: Stacie Watts, Bert Wood, Glenda Poston, Ben Robertson, Ken Goggia

Fair Personnel: Jodi Stoddard, Chris Sabin, Paula Burt.

Guests: Liz Wood, Eric Lederhos, Levi Falck

Fair Royalty: Cade Jelinek, Wyatt Hanner, Sierra Petesch

JULY 6th, 2021 Minutes approval. Glenda motioned that the minutes be approved as presented. Stacie seconded the motion. Motion carried.

Fair Royalty – were interviewed one final time prior to the Board making a decision.

Maintenance/Administrator Report

Chris: Buildings are almost ready for the Fair. Exhibit Hall is ready, Slab is 95% ready. Probation youth have been helping. Will with Boundary Electric added more 220 outlets to the Food Vendor Area. Will suggested we have the breaker box replaced when we redo the wildlife building. He replaced some of the breakers. Misters in the barn are working. Beef barn is ready to go. Replaced some parts on the urinals and toilets. Toilets in VEC flush slowly, and not at the same time. Glenda suggested that Chris research replacing them.

Chris is requesting a helper for cleaning the bathrooms about 4 hours per day Wed-Sat of fair. It would cost about \$200 and meal ticket per day. (see board decision further below)

Levi and Eric: Tomorrow and the next day the underground conduit will be done. Speaker portion – Levi will come down and review the situation again. There are new ways to upgrade the system Amps through the internet and add the cameras. Levi feels it is counter productive to run the old cable styles when they will need to be updated again soon. Currently Exhibit Hall, Memorial Hall and VEC still work. Nothing on the far side of the fairgrounds is currently working. Maybe we can get another season out of the office amp, and maybe he can find something to make the old amp work – or add a temporary cable to get the farther barns to work for fair. Eric recommended looking at IT systems for the future. For now, we can run a twin-x through the new conduit out there to get the system running prior to fair. Levi will come down tomorrow and test to see where the breaks are, and consider cost effective methods. Worst case we won't have any PA in the Barns. Levi said we can make something happen on the outside for the fair. Stacie asked what the cost will be to run the wires. Levi didn't have a quote, but can get us something by tomorrow.

Liz Wood: not much to report since last month. Still finishing getting ready for fair. May have several pigs that don't make weight. Will make some triangles outside the beef barn so they can tie more animals out at a time, to leave room for open class. Dairy cows will be in the goat barn because there is room there. One cow will be milking twice a day, and goat milking as well. If Liz can get the fair office the milking schedule, it can be put on social media.

Paula Burt: Concerning the large donation we received from the Wells, he was on the board for 18 years. Sons Paul and Robert are still living in the County. Paula would like to add a blurb to opening ceremonies honoring the donation, and invite them to opening ceremonies. Glenda suggested that Michelle might have a file on them from when they were employed. Suggestion was made to contact Paul.

T-Shirts – Far North ordered screen prints without our confirmation. Paula hadn't ordered them from Far North because their prices were higher than Vinyl Expressions. Glenda suggested we call Butch at Far North and speak to him directly. Several people have tried to go in and order shirts from Far North – they don't even have gray shirts in stock. Paula suggested that we buy some shirts and sell them here during fair week. Glenda agreed that we can have some here in the office. Angela said that last year that quite a few people came in and ordered during fair week directly from Vinyl Expressions. Our cost from Far North is \$4 per screen. Next year we will not put a business name in the fair book. Suggestion was made to put some on aprons and on totes as well to sell from the office. Glenda and Stacie would both like one.

The Board asked Paula to follow up with Butch and do whatever seems best to resolve the misunderstanding. Motion to purchase the screens from Far North at their cost was made by Glenda Poston. Seconded by Bert Wood. Motion carries.

Jodi: We had a comment/complaint from a vendor that last year their booth had been 'messed up by other vendors'. Jodi is putting a note in the vendor packets to remind vendors to be courteous of other vendors, and keep an eye out for anyone who might be disrespectful of the booths of others, and to report anything untoward or suspicious to the Fair Office.

Taking in animals in the event of **evacuations**. Andrew O'Neil, the Boundary County Emergency Manager, contacted the Fair office. His number is 208.290.5316. At least one woman has been in contact with him, and with our office concerning boarding her two mules. They may be evacuating as early as tomorrow (Tuesday Aug 3). We also had a person from the Yaak drop into the office to ask about parking on the Parks&Rec side for longer than the 72 hours as they have evacuated as well. I sent her to speak with Sarah.

Andrew was going to get in touch with Bonner County Emergency Management as well to see if their fairgrounds might be available to house animals during our fair, and then they could bring any they have there up here if/as needed. I let Andrew know that while medical paperwork needed for crossing state lines is waived in an emergency evac, that if any animals are to remain here during our fair (if we even have room), that they would need proof of vaccinations and other medical information.

Stacey sent me a list of the things they do at a California fairgrounds. This includes:

Stall Cards with name of owner, animal, contact information, etc.

Owners are responsible to feed and clean up after their animals.

Mark any of our own buckets, rakes, wheelbarrows, etc.

Stated that if the owners are left to handle it, it runs the smoothest.

Questions – are we offering the facilities free of charge? Board replied 'Yes'.

Hay Donations could be requested as/if needed.

Signage/paperwork that says animals stay at their own risk. NO security is provided, etc.

If we get word from Andrew, then we would begin leaving the barns unlocked.

Jodi will call Darcy at Bonner County Fairgrounds and see what their process is for taking in livestock in the event of an evacuation.

The RMFA Convention is November 10-12, 2021. Jodi had asked Paula her opinion on the value of attending. Paula shared she had found that the networking and classes offered were very enlightening and helpful to her as Fairgrounds Administrator. The Board was agreeable to having Jodi attend this year.

Checking/Savings Account Balances as of June 30

- Checking \$ 24,237.54
- Savings \$ 191,041.48

Facilities, Expense/Budget worksheet–

- Bills Paid \$ 4,251.06
- Payroll \$ 4,587.50

Motion to approve and pay the bills of \$ 8,838.58 by Glenda. Bert seconded motion. Motion carried.

- Rental Security Refunds \$ 2,400.00

Motion to return Rental Security Deposits made by Glenda. Bert seconded the motion. Motion Carried.

Income Report

- Deposits \$ 61,686.27 (\$ 8,186.27 facility & fair rental income, plus \$53,500.00 County allocation)
There was a question posed by Glenda concerning the Profit & Loss Budget vs. Actual Report which is showing that the second half of the County Allocation hasn't been received. This is because the second half of the allocation was put into savings and not into the checking account. The Profit & Loss Report shows the activity from the checking account only, so that isn't reflected in this report. However it does appear on the Deposit Report. It was suggested that Jodi move the County allocated money of \$53,500.00 from the savings into the checking so it shows as received in QuickBooks and will reflect on the reports as well. In the future, the County allocation will first be placed into the checking account and moved to savings later if/as needed.

Old Business –

- Levi & Eric –underground wiring and sound system - report on progress. (covered above)
- USDA Grant – report on progress – Howard from USDA said 'there is nothing to report at this time'.
- Arbor Day Grant – Grant money received and deposited.
- Renting a Porta Potty from April through September. The Board decided not to pursue this at this time.
- Signage has been ordered from 9B Designs for the "Wells Building", and "Floral", and a wishing well sign for the Wells Building pond.
- Equine Idaho Code Signage has been posted in each horse barn, and at each end of the Outdoor Arena. Jodi will get other signage stating that horses staying overnight must be reported to the fair office.
- Glenda suggested that we include in the rental agreement that we 1) charge for garbage removal; and 2) that the event promoters are responsible to supply their own porta potties including an ADA one. Motion was made by Bert to update the rental agreements to state that event promoters are responsible to supply their own porta potties including an ADA compliant one. Motion was seconded by Glenda. Motion carried.

New Business –

- A 220/240 electrical box was added to the Food Court to handle the needs of additional food vendors by Boundary Electric. Approval for this job was done by the board between the July and August meetings via email. Through email, Glenda made the motion to add additional electrical boxes. Seconded by Stacie. Motion carried.
- Fair Helper to clean bathrooms during fair. Motion was made to hire a person to clean the bathrooms during the fair at \$50 per cleaning, plus a daily meal ticket. Noon and 8 pm Wed & Thursday. Friday and Saturday add one cleaning at 4:00 pm. Minimum of 10 cleanings or more as needed. Bert motioned. Glenda seconded the motion. Motion carried.
- Glenda suggested we might send a Thinking of You card to Gayle Alexander. She has been diagnosed with a terminal illness.
- Stacie found a Flatbed trailer from Jill Bennett for the fair board to ride on. We cannot use wire or staples when decorating. Need someone to pull it. It is 24 feet. Those riding would be Bert Wood, Ben Robertson, Glenda Poston, Jodi Stoddard.

Executive Session-8:15 pm broke for executive session to decide on Fair Royalty winners.

Reconvened to close the regular board meeting at 8:21 pm.

Bert motioned to adjourn the Board Meeting at 8:23 pm. Glenda seconded the motion. Motion carried.
Next Meeting: Since the first Monday in September is a holiday, the next Board Meeting was approved for Monday September 13, 2021 @ 6:00 PM.

Respectfully submitted by: _____ **Jodi Stoddard, Fair Administrator**

Approved by: _____ **Ben Robertson, Chairman**