

Marion County Fair Board

To promote the diverse agricultural and cultural heritage of Marion County through active participation of its citizens.

Monthly Meeting

Commissioners' Board Room

March 1, 2017 5:30 PM

In Attendance

Board Members: Joel Conder, Heidi DeCoster, Nathan Leao, Dylan Wells

Staff: Denise Clark, Tamra Goettsch

Guests: David Beem, Volunteer; Amy Gouter-Allen, FFA; Jill Ingalls, Ingalls & Associates; Melanie McCabe, 4H; Bry Taylor-Campos, Key Volunteer

I. Introductions

II. **Public Comments-** David Beem reminded everyone that he will be an ambassador for the county fair. Denise indicated that Mary Grim, department volunteer coordinator, has developed a scope of work for David.

III. **Approval of February 1, 2107 Meeting Summary Notes-** Heidi made a motion to approve; Joel seconded. Motion passed.

IV. FFA/FFA Reports

Amy- The FFA state convention is in April; all of the district winners will be attending. For the coming fair FFA will again be involved in a fund raiser having a donated sheep sold through the market auction.

Melanie- All of the 4H judges are hired. They are in the process of finishing up the fair book. Changes include that rabbits and cavies (guinea pigs) will be shown two days instead of one. Thursday night will be "pocket pets"; animals you don't show in the traditional classes.

Friday will be the pine card derby. Saturday morning will be dog obedience.

The cakewalk occurs all days of the fair; it costs around \$.50 to \$1 for a spot. For the Monster Cookies, the students make the dough at home and then it is baked and judged at the fair. Following the judging, Saturday afternoon, the cookies are sold.

Fair enrollment ends on April 1.

Jill commented that since the Afton contract was returned today, the 4H tickets should be available to sell soon.

Melanie needs 1,000 wristbands; Jill can buy them in bulk. It was suggested that the same colors be used for FFA and 4H. (Commercial vendors will have a different color wristband.)

Melanie has not had a conversation with the Fair Foundation yet as to how they will be financially supporting 4H. Discussion was held on the shavings and haul-out costs. 60 units of shavings cost around \$5,000. Powerland is looking for compost ground cover, maybe that can be helpful it cutting the cost of haul-out.

5 truckloads of straw bedding was removed from the Pygmy goats area. They provide their own straw, but don't pay for the haul-out. (The Dexter folks paid for their bedding responsibilities last year.)

Melanie was encouraged to make sure that she gets a firm quote on Mid-Valley Excavation's haul-out costs.

Joel thinks that the Fair Foundation is interested in keeping the 4H premium costs the same. Melanie will attend the next Fair Foundation meeting which will be held Monday, March 6 at 6 PM.

V. Financial Report

Tamra pointed out that under 4H, the number breakdown (that was previously in colored font) needs to be reduced. The shavings and shavings haul-out fees (\$6600) may be reduced. If so, it will need to be reduced from both operations and revenue sides.

The past month's changes include:

- Pig Race and contingency adjustments.
- There is \$46,000 in reserves for carryover to the 2018 fair; includes all the anticipated revenues and expenditures.

Fair Board members asked to have the Summary of Changes (which Daniel has added to the document in the past) put back into the document as it provides ease of reading for the members.

Joel made a motion to accept the Financial Report as presented; Heidi seconded. Motion passed.

Budget request forms

- Daniel adjusted the carryover to reflect the "actuals"; a decrease of \$4,136.
- An additional \$400 is required for ShoWorks licenses; this will allow for two other computers (for a total of three) to operate the program at fair time.
- Melanie indicated that 4H spends an additional \$400 a year for the ShoWorks service plan.

Joel made a motion to adjust the budget according to the two submitted budget request forms; Heidi seconded. Motion passed.

Tamra will ask Daniel to remove the shavings entries off of the budget document since Melanie will be working with the Fair Foundation to cover those costs.

VI. Committee Reports

Jill indicated that there needs to be time allotted on the main stage, a spot for the military event again this year. Sarah Webb is our new contact; she is replacing Elan. Jill would like to see Sarah at the table early on to build Honor's Day (Thursday).

Programming committee- Jill said that they intended to launch the Big Name Act display today on the new web site, but it is being put off one week.

Joel said that in talking with the William Morris Agency, they indicated that we won't see the Big Name Act contracts until the early part of May. However, they did approve our ad campaign and authorized us to move forward. Tamra said that the sooner we can get the contracts, the better.

Web site committee-Jill

- Really close to launching the new website.
- She has been updating registration forms with Denise for posting on the web.

VII. Items of Special Interest

Updated Bylaws Approval- Denise had legal counsel review the original edits the fair board had approved. Legal Counsel suggested one minor change in some terminology. Heidi made a motion to approve the updated bylaws; Nathan seconded. Motion passed. (Dylan indicated that he would sign the final copy.)

ShoWorks Update- Tamra spoke of the additional licenses needed earlier in this meeting.

The department class lists are being updating by the superintendents. As those are being completed, Denise is building the data base. In organizing the data, it was suggested that the Special Contests have their department and classes.

Food Vendor Selection Committee Meeting Date- Denise asked which members wanted to be on the food vendor selection committee. Dylan, Jill, and Bry indicated their interest. Denise will send out an on-line meeting scheduler to find a date that works for all.

Joel suggested that the food vendor meeting, held the night before fair starts, time be changed in order to not conflict with the evening's fair board meeting. He also asked that someone else be designated to conduct the meeting as his plate is full. (Garten conducts the compostable requirements section of the meeting. Pam talks about the z-tapes.)

Jill will coordinate the one extra communication (letter) that goes out to food vendors prior to the start of fair. That letter includes confirmation of their power needs, a reminder to use compostable products and the use of a cash register that provides z-tapes, etc. Joel suggested adding that vendors must be proficient with the use of their cash register as he doesn't feel he should have to be teaching them that at fair time.

Denise asked if there would be a soda pop sponsor this year. Jill said she doesn't know yet.

VIII. March Strategic Plan Items

1.2.7. *Negotiate agreements with Sate Fair on parking and fairgrounds rental.* Done.

Jill is working with Wayne Petersen (State Fair) as to when we might have access to everything for set-up; would like to do some setup on the previous Sunday (July 2). Tuesday is the 4th of July holiday. 4H will be doing pre-entry on Friday (June 29) for those who are getting away early on a holiday vacation.

Tamra asked for a set-up plan.

Food vendors will need to be patient in their setting up. They need to wait for the big tent, around the main stage, to be set which is dependent on the main stage being set-up first.

2.2.1 *Schedule opportunities for FB members to increase public awareness.....* We now have an ambassador (David) who is out spreading the word in the community. Bry is talking to the various city chambers. She is working with Mary Grim on a presentation for Salem 50+. She would like to tap into them for both public competition entries and for volunteers. Tamra suggested approaching Bonaventure Senior Living Center. Jill said that flyers will be going out to all senior centers soliciting them to provide demonstrations.

- Have a *Silver Sneakers* walk.
- *Just Walk Salem/ Keizer* is another group to approach.
- An opportunities flyer is being developed.

There will not be an adult coloring contest this year, only a coloring contest for youth.

3.2.7 *Negotiate the use of state fairgrounds for the fair activities and events.* Done

4.4.1 *Inventory ribbons, order exhibit tags, update department classes per superintendents' requests.* In process.

4.4.5 *Place open class application and information on web site.* In process

4.5.4 *Vendor issues- complaints, hand holding sales (sell booth) vendor/fair expectations, improved inside layout....*Jill and Denise are currently working on any changes needed to vendor applications.

It was asked about the conflict between the noise coming from the Home Depot building project and the market auction dinner. They would like them (Home Depot) to stop the hammering during the time of the dinner. Jill will follow-up on this.

Discussion was held on the beer drinking areas:

- The main layout for beer is the VIP area
- Beer travels throughout the grounds even in the barns where it isn't allowed.
- Post a sign at the beer purchasing site (vendor stand) where beer is allowed on the grounds.

Ingalls Report:

- Everything is on track.
- Working hard on Real Heroes. Warren will not be participating this year. Want participants to stagger their shifts. Denise and Jill have revised last year's registration form. For now the Real Heroes contact is Jill.
- Drafting graphics and flyers.
- Working on the AgFest booth. It will be April 29 and 30 at the Oregon State Fairgrounds
- Will be at the Awesome 3000 with a booth.
- Have Grill-off contest information for Nathan to review.

Other:

Melanie- 4H horse leaders hold a BBQ fundraiser on Wednesday night. Coastal Farms does a hot dog feed for the kids; time to be determined. It was asked if Coastal would consider providing prizes for the Grill-off. Answer- she doesn't know. She knows the buckets that Coastal provides come from the Woodburn store. She doesn't know where everything else comes from.

Bry asked Joel if he foresaw a problem if more money was needed from the Fair Foundation for open class premiums due to having more participants/winners. Joel indicated that it shouldn't be a problem.

Dylan asked Denise to draft a letter of thanks to Bob Zielinski for the Fair Foundation's contribution to the fair.

The term STEAMA (which indicated adding agriculture) will now just be STEAM to be in-line with the national movement. The A will indicate both Art and Agriculture.

Newsworthy Items:

Santiam Ice, in Detroit, has received a business development grant from the county's economic development program. We hope to have them work with the fair again this year.

Bry:

- Open class (public competitions) entries this year will be received only on one day this year. It will be held Wednesday (July 5) from 8:00 AM to 6:00 PM to accommodate the 4th of July holiday.
- Entries will be received in the Jackman Long building (not Columbia Hall) so as not to disrupt set-up.
- New volunteers have stepped up to help out.
- Seeking special contests ideas. (Have given Commissioner Brentano his own blueberry cheesecake contest to be affiliated with.)
- Waiting to hear back from the Dairy Women as to their contests.
- Maybe have a "dress up a vegetable" contest. (Get the Kettle Chips company on board.)

STEAM Update- Jill

They recently had an amazing meeting; new people are "coming to the table" including 24J's CTEC (Career Technical and Education Center.)

Open Class Animals:

Melanie asked if the pygmy goat exhibitors were coming in at the same time as previous years. Answer- yes.

She expressed concern that they don't have a vet check done however it's required of all other large livestock exhibitors. Discussion was held on whether they are enough of an attraction or a draw for the challenges that they present. Jill will review the MOUs for each group.

Llamas are different as half of the show participants also show in 4H; they also use fewer shavings as they put mats down first.

Dylan asked that this be put on the next fair board meeting agenda. He suggested having an impact report done on each group along with the costs associated. It was decided that instead of requiring a report, to have an interactive discussion, putting pros and cons on the white board, at the next board meeting.

Meeting Adjourned: 7:33 PM.