

## Marion County Fair Board

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

### Monthly Meeting

Virtual Meeting by Zoom

June 3, 2020 5:00 PM

#### In Attendance

**Board Members:** Mike Adams, Mark Banick, Joel Conder, Brandi Crandall, Shannon Gubbels, Ken Outfleet

**Key Volunteers:** Colleen Busch, Heidi DeCoster, Amy Goulter-Allen, FFA; Lesley Johnson

**Guests:** Jessica Davidson, community member; Jill Ingalls & Scott Ingalls, Ingalls & Associates; Abby Lewis, 4H; Melanie McCabe, 4H; Margie Tipton, 4H; Jennifer Togh, community member; Rebecca Turner, community member

**Staff:** Denise Clark; Tamra Goettsch, Community Services Department Director

Meeting Convened: 5:00 PM

#### **I. Call to Order/Introductions**

#### **II. Key Volunteer Applicant Interview- Rebecca Turner**

Key Volunteer Applicant, Rebecca Turner, provided her background:

- She grew up in Jackson County.
- Showed horses and market animals at the fair; participated in student organizations, and the livestock auction.
- Went to college at UC Davis; was an "Aggie Ambassador." Was a student resident at the sheep, beef, and dairy barns.
- Studied genetics and plant breeding; has a PHD.
- Works at Nunhems in Brooks as a scientist and plant breeder.
- Has experience with Agfest.

Her goal- wants to give back to the community as a key volunteer. She has a feel for the community and wants to support the fair and the value it has for community outreach and Agricultural related activities. She is willing to help in any area of the fair that she is needed.

It was suggested that Rebecca could help with STEAM. Mark made a motion to recommend to the Board of Commissioners (BOC) that Rebecca Turner be appointed to the fair board as a Key Volunteer; Shannon seconded. Motion passed. Denise said that she would submit the paperwork to the BOC and that Rebecca is invited to attend the board session in which she would be appointed; possibly June 17th or June 24th.

### **III. Public Comments**

Jennifer and Jessica both said that they were on the call to find out what will be happening with the coming fair. Answer- there will be no fair; this is reflected on the fair's website. However, there will be some fair virtual activities.

**IV. Approval of May 6 and May 20 Meeting Summary Notes-** Ken made a motion to approve the meeting summary notes; Shannon seconded. Motion passed.

### **V. 4H/FFA Reports**

FFA- Amy said that she had nothing to report on other than she is working with Melanie on the 4H/FFA virtual show.

4H- Melanie

- Presented a "Buying an Animal" brochure for auction buyers. It gives information on how to participate in the virtual auction this year. She would like everyone to share/post it. (She will send out an electronic copy.)
- Fair registrations opened on Monday, June 1. Students can sign up for personal interviews starting June 20.
- They are continuing to plan/coordinate with the judges.
- The auction committee has set June 20th for the tagging day in which they make sure the correct animal and student are associated. This will take place at the Sublimity Harvest Festival grounds.
- The auction will occur July 7-9. The animals are going to the meat processor on July 11. Marion/Polk Food Share is partnering again this year to receive donated meat.

Colleen and others gave kudos to Melanie doing a good job.

### **VI. Financial Report- Tamra**

- Total revenue \$28,935; this includes the state subsidy, commercial vendor fees, and sponsor payments.
- Denise is finishing up sending refunds to vendors and sponsors who requested refunds for their 2020 fair fees paid.
- We are responsible for paying out on existing contracts where contractors are currently providing a service.
- Denise was able to obtain a \$486 refund for the Liberty Street banner permit payment.

Jill- noted that she's requested a refund from Agfest and asked Denise if it's been received. Denise said she has not seen it. Jill will follow-up on it.

Jill also said that there may be a refund coming from York Mechanical for last year's plumbing bill as they are no longer in business and have not cashed her check.

Ken made a motion to accept the Financial Report as presented; Shannon seconded. Motion passed.

## **VII. Items of special Interest**

### Fair Bylaws- Denise

Denise voted that the fair board has reviewed the Marion County Fair Bylaws a couple of times in the last year, but that County Legal Counsel has now reviewed it and made some minor changes. It is being brought back to the Fair Board for final approval. Joel pointed out that in point 3.3, there is a grammatical error in a sentence; there is an extra "the" in the sentence that needs to be removed.

Tamra remarked that also in 3.3, the Administrative Agreement itself has been updated since the 2001 date listed. Denise indicated that the date was reflective of the original date of the agreement. Discussion was held as to whether to change the date in the Bylaws each time the Management Agreement is updated, or to add the word "original" to the sentence. It was decided to have the paragraph reviewed again by Legal to see what they suggest.

Mark made a motion to accept the Marion County Fair Board Bylaws incorporating Legal Counsel's suggested edits to paragraph 3.3.; Ken seconded the motion. Motion passed.

### Key Volunteer Responsibilities Document- Denise

Denise said that Tamra and she had developed the document to capture the roles and responsibilities of the fair board's Key Volunteers. (This had been emailed out to the board previously for review.) The only change needed was fixing a punctuation error; there was an additional space needed at the very beginning of the document.

Ken made a motion to accept the Key Volunteer Responsibilities document with the edit (adding a space) made; Mark seconded the motion. Motion passed.

### Virtual Public Competitions Update- Jill

A public competitions Zoom meeting was held today at 2:00PM; in attendance were Jill, Heidi, Mark, Colleen, and Denise. The software for the virtual public competitions program has now been downloaded. It will be a public "vote for your favorite picture" or "People's Choice" type activity. Those that enter something will be encouraged to share the link elsewhere to garner votes for themselves. The Peoples' Choice winning entries will be posted on the website and on Face Book.

There will not be as many department categories as is at the fair due to space limitations. A department will have very broad entry parameters. For example Photography will only have black or color photos for youth or adults. It won't be broken down into categories like digital or by cell phone. The contest winners will receive free entry into next year's fair.

Lesley offered to help. Jill said that she would keep her in the loop. One thing everyone can do is share the information/link, as far as possible once the site is ready. In addition to those who already participate, we'd like to reach folks who haven't entered a project in the fair before.

On-line Public Competitions entries will start by June 15 at the latest. Public judging will start around the first of July; voting will close by end of fair, July 12. Tamra would like to see the timing of its launch and media blitz be coordinated with 4H/FFA so that Public Competitions doesn't fall through the cracks.

Colleen noted that textiles will have a new and relevant category- face masks. We might also have a technology facet including having a video option. Jill would like to include some STEAM components. It was suggested to include Tik Tok (a downloadable program for video shorts) or something like the high school music collages. For foods, there will only be a food decorating category such as cakes, cupcakes, pies, cookies, etc.

Jill is asking for everyone to think of other new, and creative categories; she gave the example of showing a Pinterest failure.

#### **VIII. Other:**

Tamra noted that all of the fair contractors have been contacted about not extending their contracts. An RFP (Request for Proposals) or RFQ (Request for Quotes) whichever is pertinent, will have to go out for coming years.

Denise asked the board about their preferences regarding setting future board meetings, specifically the frequency and the time. It was decided to continue to hold monthly meetings and to start at 5:30 PM as has been the practice in the past. For now, because of COVID19, the meetings will still be virtual Zoom meetings until the county is told it can operate otherwise.

Tamra indicated that she will send out any information she receives on Marion County's phased re-openings. She feels that we need to determine how to move forward "respectfully." Our county is still in Phase I; it is unknown what the next couple of weeks will look like.

Jill noted that Scott is still working on sponsorships; another \$5500 is coming in to be associated with the virtual shows. She said that Scott is "walking a careful path" and that he has another bid out. The kids t-shirts will be sponsored by the Farm Bureau.

Tamra asked about sponsor acknowledgements. Jill responded that we are not offering much. She noted that Melanie has indicated that the kids can write letters of thanks. Jill said that they are looking at purchasing small items that can be customized to give as acknowledgment gifts.

#### **IX. Meeting Adjourned: 6:10 PM.**

Next Meeting: July 1 at 5:30 PM