



MARION COUNTY FAIR
 Fair Board Meeting
 June 2, 2021 5:30 PM
 Courthouse Square
 Board Of Commissioners' Board Room

- I. **Call to Order/Introductions**
- II. **Approval of May 5 Meeting Summary Notes**
- III. **4H/FFA Reports**
- IV. **Financial Report**
- V. **Items of Special Interest**
 - COVID Restrictions Update- *Jill Ingalls*
 - Fair Hours- *Jill Ingalls*
 - On-line Gate Entry Prices- *Jill Ingalls*
 - Food Brought on Grounds Position- *Jill Ingalls*
 - Dogs on Fairgrounds Activity Policy- *Denise Clark*
 - Member Volunteer Needs- *Denise Clark*

VI. **Strategic Plan Items- June**

2.2.6	Create activities schedule to help with public awareness and insure coordination. (Working schedule master list of specials, daily printout.)	EC, Staff
3.1.2	Confirm garbage and clean-up is handled by an organization; coordinate any 4H/FFA specifics with them	EC, 4H/FFA Staff
3.2.12	Submit Fire Permit Application for Special Event/Trade Show to the Salem Fire Dept.	EC
3.2.13	Submit Tent or Canopy Permit Application to Salem's Building and Safety Division/Permit Application Center.	EC
3.3.1	Maintain two information booth notebooks- Done	FB Member, Staff
3.3.2	Improve "signage" throughout fairgrounds- directing people to commercial exhibits, posting prices at ticket booths, etc.	EC
3.3.3	Increase communication around gates, parking, camping, and tickets	FB
3.3.8	Identify date and provide post fair gate numbers and revenue to Management Update.	Treasurer, Staff
3.3.5	Review Emergency Plan mid-June	EC, Staff, FB
3.3.7	Schedule date for Volunteer Appreciation Night in Sept. Give "Save the date" notices out during fair.	FB, EC, Staff

4.5.1	Maximize commercial space in exhibit hall and outside	EC
4.5.2	Commercial vendor coordination (communication, application, payment)- <i>In process</i>	Staff, Zielinski
4.5.3	Food vendor coordination (communication, application, payment) <i>In process</i>	Staff, Buxton
5.2.6	Update PowerPoint presentation for presentation of Fair Highlights to BOC <i>In process</i>	Staff, BOC

VII. Ingalls' Reports

VIII. Other

Adjourn

Next Meeting: June 16, 2021 Emergency Plan Review