

Asotin County Fair Board Meeting Minutes January 8th, 2025

Call meeting to order 6:00pm. Members present: Peggy, Jamie, Nicole, Shan, Steve, Chad and Nathan.

Cattlemen- not present

Superintendents-EJ reached out to leaders to get sheep and goat numbers. He has more animals this year (120) and only 99 pens. He needs to get bids for pens and a bid for an event tent for arena. He said he needs about 10-15 more pens. He said we could use the current show arena for pens. Board agreed to him getting bids for pens. The suggestion to use the lean-to area for pens as well. The idea of reaching out to Nez Perce County to see if we could rent pens from them.

Note from Arlene that she and Sandy would like yellow and blue for fair colors.

Extension Office- Jeanene was wanting to know the colors for the fair and remind everyone of Super Saturday happening this Saturday January 11th.

Courtney-Building Rental Dates- Discussion was had about renting the buildings March-May. Asotin's prom is scheduled to be in the building April 12th. EJ said there is a good possibility the dog show will be May 17-18 in the Bennett Building as well. Janice has a request for a rental in March and during horse show weekend. Nicole said horse show weekend will not work to rent out the Bennett Building. Due to preparing the grounds for the fair, horse show etc, Shan made a motion to not rent any buildings the first three weeks of May, Nicole 2nd. Passed. Shan made a motion to not rent any buildings with the exception of Asotin High School's prom on April 12 for the month of April. Jamie 2nd. Passed. Steve made a motion to not rent any buildings for the month of March, Nicole 2nd. Passed.

Peggy will let Janice know of the decisions regarding renting the buildings.

Approve Minutes from December 11th, 2024- approved as read.

Treasurer's Report-Shan states the last financials she received were dated 11/30/2024 and are not up to date. The fundraiser did bring in \$39,715, before our cost of rental of \$6,965.74. We did save money on the rental and food as the Elk's cost us a little over \$8900 last year.

Shan did mention that with the fundraiser for next year the suggestion would be to not have as many silent auction items as it was overwhelming. If we continued to utilize the Lewis-Clark Hotel we would also need to bring in some additional lighting for the back room.

Shan reports we have one outstanding invoice of \$1450 for IFG from the fundraiser auction.

Shan also reported we have paid back the county loan.

Chad asked why we don't have updated financials. Shan replied that she doesn't receive them from Janice. She received vouchers today and the last budget from the county. She stated she has zero insight into real time financials. Discussion was had with Chris Seubert regarding how we can work together to get real time reports and he said Gloria can send financial reports to Shan as often as she needs. Shan made the request to have them sent at least once a week.

Discussion was had on what the budget should be for horse fair prizes this year. Shan made a motion that the horse show committee can spend up to \$1200 on prizes for 2025, Chad 2nd. Passed.

Roll-Up Doors- Chris will have the county look at them. EJ presented three different bids to replace the doors. Bids ranged from \$4000-\$6000 to replace all three in the sheep area. Some of the bids were only good for 10 days, so Peggy as for updated bids that will be valid longer than 10 days. EJ will work on getting new bids.

Fair Colors- Arlene sent her request to Peggy that she would like to have Sunflowers as the flower. Since Chocolate Brown is the fair staple the other colors that were suggested were dark red, green, cream, yellow and blue. Jamie made the motion to have dark brown, dark red, john deere green, and cream with sunflowers and daisies of any color. Nicole 2nd. Passed.

Security Cameras-tabled until next meeting.

Camper Sign-up Day- March 22nd at 0800. All superintendents will need their camper forms in by March 9th.

Vendors & Contract- the contracts with vendors have updates regarding their tear down and exiting the fair grounds. This new process includes not tearing down or removing vendor booth until 5pm. Only entering though the front gate and can only exit out the back gate.

Grand Marshal's- Discussion was had regarding grand marshal candidates. The fair board would like to honor Barb Appleford in memoriam. Steve made a motion to have Tom Appleford and Barb Appleford in memoriam. Shan 2nd. Passed

Rodeo-Shan stated she has secured the same clown and barrel man as last year. P9 will also be returning. Shan and Jamie stated they needed help with the kids rodeo. Discussion was had and Chris Seubert told Shan to reach out to Denny Jones with what she needed and he thought the LRA directors could help.

EJ and Chad reviewed some online apps that could help with the check in process and may be cost effective for a one-day event.

Steve received a quote for the replacement of the 2 sliding chute gates, slide gates and 8' gates totaling \$22,686.11 on trade agreement of \$5500 per year for a 2 year agreement. Chad made a motion to accept Clearwater Fence's bid and that the fair board would pay the difference of the total minus the trade agreement. Shan 2nd. Passed.

Handbook Changes- Peggy has received some changes and will get the handbook together to send over to the extension office to proof. Peggy will wait for the sponsor information from Shan and Jamie.

Jamie- Jamie reported she needed to give up one of her rather large job duties of sending trophy and awards invoices out. Jamie said she normally sends the first invoice in February/March, 2nd in May and final notice in July. Nicole asked what the process was for reconciling the invoices to the checks that come in since that money doesn't come back to the fair board. Jamie said that has been an issue in the past as sponsors have said they have paid but the extension office said they didn't receive it. It was requested that only the fair board get the mail out of the box so that we can accurately track the monies coming in. Nicole said she was happy to take on the invoicing but did not have time to track down

checks that were pulled from the mailbox. Chris Seubert said if we wanted to be the only ones to get the mail then that could be arranged.

Nicole and Jamie will meet up to go over accounting program used.

Chris Seubert-Chris asked if the window in the Bennett Building had been replaced. Steve said he hadn't checked recently.

Old Business- Peggy met with the 4 day fair committee and had good preliminary discussions for fair 2026. Peggy reported that Colby will present at the leaders meeting on Monday.

Moonlight submitted the bid for the lower level sound upgrade. \$27,975.06. Chad reported after our grant we will owe about \$3000. Moonlight requires ½ down to start work. Jamie made a motion to accept Moonlights bid, Shan 2nd, Passed.

Kacey and Jason have been up to the fair grounds. Kacey will install fans for pig showring and Bud's cookshack in February. Jason will start replacing all the old electrical at the arena in February.

Chad reports all the building floors still need redone.

New Business- Shan reported she has a gate contract signed with Clarkston High School's Safe and Sober.

Nicole mentioned we need to order buckles soon. Jamie and Shan said they had no changes and there were no left overs from last year. Nicole will start designing buckles and come to next meeting with the total.

Meeting Adjourned at 8:01pm.

Next Meeting Dates: February 12th; 26th , 2025, 6:00pm Commissioners Chambers