

Meeting Minutes August 10, 2022

Call to order at 6:00pm

Shan made a motion to excuse absent fairboard members: Chad Hendrickson, Barb Appleford, and Steve Mullins. Nicole seconded the motion. Vote passed.

Advantage Advertising: Chuck and Michelle presented a new advertising model which removed Big Country and their sister stations from the current advertising model. Michelle said there was no reason to spend budget there as they are already advertising the fair for free.

Peggy said, “ that is the issue, people are advertising for the fair and they are advertising wrong times and dates”.

Michelle suggested to run a digital Facebook page named “Asotin County Fair” as she has only found the “Fans of the Hells Canyon Rodeo” page.

Shan said that the fair cannot have its own Facebook page as we are part of the county.

Michelle said she can work with the county on a Facebook page and give admin authority to whomever needs it. Michelle said she has worked with many government agencies and has been successful in getting pages set up for them. Michelle stated that a Facebook page dedicated to the fair could run tv spot advertising for the fair. She said the Facebook page could link to our website which also needs some revamping. She suggests updating the page to have accessible vendor and sponsor information and forms, parade sign up forms, and eventually when the page is able to accept credits cards, people could buy tickets to the fair, pay vendor spots, camping spots etc. all from the website. Michelle states the dedicated Facebook page would give the fair more credibility. Michelle said all Facebook campaigns are paid by click and you only pay if someone clicks on the ad. Michelle said another option for advertising is google ads. Google ads show up on online tribune, game apps and are targeted to only the valley.

Hall Rentals: Janice states there is a lot of maintenance that needs to be completed on all of the halls and buildings. Bennett Building needs the following: only 2 of the 4 rooftop AC units are functioning at this time, walls and baseboards need cleaned and painted, floors need cleaned and resealed, under stage storage needs to be cleaned out as it is filthy, stage has broken floor tiles that need replaced, sink in ladies bathroom is broken, weeds in front of building need to be removed and spruced up, and there needs to be more cleaning supplies as right now there is one small bucket and some rags.

Floch Hall needs the following: leak in roof needs fixed and ceiling tiles from roof leak need replaced, Floors need redone.

Shan suggested having Allied cleaning come and do a monthly cleaning as we have a contract with them. It was discussed that not all the fairboard have the time to maintain the cleaning of the buildings and since we have Allied Supply & Janitorial, we should contract out what we can.

4-H and FFA Boosters/Cattlemen: Charlotte said the Boosters are helping a 4-H club with the club’s rummage sale during Asotin Days. Charlotte said the Cattlemen will not meet until after the Lewiston Roundup.

Superintendents: Peggy said Cami Browne reached out to her in June via email asking to use the fairgrounds for a Livestock clinic in September. Peggy said she hasn’t heard anything since, but it is fine for her to use the fairgrounds.

Arlene- stated she hasn’t had a meeting with her superintendents but will get a meeting together.

Nicole- stated the horse fair dates are being discussed now. She stated though it was nice for Nez Perce County to let us join, the June date was also the same date as the Washington State Fair, and we need to move it closer to the Livestock fair.

Extension office: Jeanene says she is working hard on recruiting leaders. Robotics has a lot of interest it is just lacking a leader. Jamie suggested Mr. Finkbeiner and Jeanene said she had reached out and will again. Jeanene also mentioned that there are funding and grant projects available. People want to help out the underserved population.

Treasurer's report: Shan has a reimbursement request for \$315.17 to Peggy Hansford for stamps. Jamie motioned to reimburse Peggy, Arlene seconded it, vote passed.

Voucher's paid in August: Kelly Connect \$59.24, Stonebraker Insurance (for event insurance from fair) \$1066.95, Tribune \$300.00, City of Asotin \$632.39, Schurman's \$33.03, TDS \$72.62. Shan also mentioned she needs an invoice or receipt for CHS Primeland for Diesel in amount of \$85.70. Arlene said she will reach out to Steve to get that.

Shan stated they received a voided premium check back from Jody Forgey in the amount of \$17.50 with a note to use it to buy a new table.

Arlene said this year there was a lot of table settings and they need more tables as they had to take from other buildings to display them all and some of the tables were not in good shape. Arlene requests 3-4, 3-foot round tables. Peggy said she will price them out at Schurmans and Jamie said she will also look at another vendor as well.

Jamie made a motion to buy new printer ink for Peggy up to \$100. Nicole seconded; vote passed.

Janice asked if the fairboard has talked to the County to possibly replace the fair office computers? Janice stated Darren just replaced some of the County computers and has a few desktops that are newer than what is in the fair office that would be beneficial for us to upgrade to. Peggy agreed the computers need to be upgraded and if the County won't replace the fairboard will need to purchase 2 new computers. Janice stated to put a ticket into the help desk at the county and spell out exactly what is needed.

Horse Show Premium Money: Peggy said the checks have not been made out yet due to computer issues and checks may need to be handwritten. Nicole said there were less than 10 checks that would need to be written. Shan and Peggy said they will get together on Sunday and mail out.

Lewis Clark Chamber of Commerce Luncheons: Peggy stated the luncheons are held once a month and she would like to see some fair representation at the luncheons by fairboard members. The cost of the lunch is \$20 per person and the next meeting is 9/14/22. Jamie made motion that we reimburse for up to 2, fairboard members per month to attend the luncheons. Arlene seconded; vote passed.

Meeting minutes: May minutes stand approved as corrected; June minutes approved as read.

New Fairboard: Chad and Jamie are new fairboard member committee, and they have the following recommendations to the board:

Recommendation to accept Chloe Renzelman as a Jr Fairboard member, Margaret Baker to board as a member and royalty chaperone, and not to accept Jim Jeffries as a regular fairboard member.

Jamie stated though Jim has ideas his passion is not in line with the ultimate fair outlook and goals.

Shan makes a motion to accept the recommendations from the new fairboard committee, Arlene seconded, vote passed.

Grant update: Peggy reports that next steps is to have County advertise for bids and then they need to do a walk-through of the projects.

Rodeo: Shan reached out to stock contractor but needs to ask the board about bringing back timed events. Shan's suggestion was to have timed events on Thursday and charge a gate fee. Nicole stated though it is a good idea to bring back the timed events she doesn't believe people will pay to watch timed events. Nicole suggested reaching out to the individuals that put on the Holly Heistuman scholarship roping and see if they were interested in bringing it back.

Nicole also suggested to offer a 4D barrel race one night and built into the entry fee would be a fee that would come back to the fair. Nicole said she would reach out to some of the people that had put the roping on in the past and get some contact info to Shan.

It was discussed that the timed events would need to be done on Wednesday since the rough stock is delivered on Thursday and there wouldn't be any room to keep the timed event stock. It was discussed that the barrels could be on Thursday since the stock wouldn't be in the way.

Sound System Update: tabled until next meeting as Chad is absent.

Grounds Maintenance: Peggy discussed the weeds in front of the Bennett Building. She will get some bids on the ground cover. Arlene stated the neighbor who lives above the fairgrounds stated he hates looking at all the weeds and tall grass and just may come down and mow it. Shan made a motion if the quote from Allied is less than \$250/month then we employ them to clean the buildings. Jamie suggested we have him come bid, and then present it at the next meeting.

Trick R Trunk: Chad has reached out to Jim Nelly. Peggy said the fairboard needs to bring their cars and decorate them and hand out candy. Shan and Jamie said they cannot reach out to sponsors until they know what events are being offered for the kids and if the fire department and police departments are also going to be in attendance.

Fair and Rodeo Fundraiser: It has been moved to the Elks Lodge. Shan states there is a need for help on Friday October 21st to move all the donations from the fairgrounds to the Elks. Peggy said this will not be a coronation, but it could be a "royalty court announcement". Margaret confirmed that Grace will be in attendance as long as the air force doesn't call her out. Nicole said she is available to help move items Friday. Donation lists were handed out and those that did not make it to the potluck were assigned to businesses.

Royalty Tryouts: Tryouts are 8/28/22 at 2pm. Nicole and Peggy are two of the judges, there will be an interview and horsemanship pattern. Peggy states fairboard members need to attend if available.

Job Assignments: tabled until next meeting when more members are present.

Old Business: Tribune issue has been resolved. Cindy did turn in the sponsorship money. Cook shack can be sold by fairboard as long as it is under \$2500. Jamie suggested to put it on the webpage for sale. Due to the number of items needed to be removed from the cook shack and the pictures that need to be taken, it was tabled until the next meeting.

New Business: Peggy presented a proposed updated sales committee contract. It was discussed instead of giving the sales committee gate passes that we will make them lanyards with their committee member name on them. There are currently 25 people on the sales committee. We will update the contract to replace the gate passes with individual lanyards and add the request that the names of the committee member must be given to the fairboard no later than 10 days before the event.

Jamie has a list of who has paid for trophies and will need to send out invoices for those that are unpaid. Jamie also stated that she and Chad will be making some changes to the by-laws because as of now the bylaws do not state you cannot use fair time or horse fair time as part of your required hours. Peggy stated that fairboard meetings should count as hours. Jamie mentioned that the bylaws also only state one mandatory workday must be attended, and they need more help at workdays. Jamie said there are member that hardly ever come to workdays. Nicole states that she understands the livestock fair portion but as fair as Horse fair, she was the only one that did anything for the horse fair and was the only fairboard member that attended horse fair. Peggy said other fairboard members should have attended the horse fair as well. Nicole also stated that the secretary is given hours each month for taking notes at meetings and she has transcribed notes for multiple meetings therefore should she get credit for that? Peggy said yes. Nicole said that as far as workdays go, she is one that only made a few workdays as it is hard to devote an entire day to the fairgrounds with kids in sports, work, planning horse fair etc. Also, Nicole mentioned there is a lot of work that needs to be done on the fairgrounds that really only the men can do. Nicole said it would be nice to have a list of things that needs to be done so when people have extra time, they can work off the list, a lot of it is just not knowing what needs done.

Shan said that she agrees that like when they planned the rodeo event, knowing what needs done for things like the horse show other members may not know the time it takes to organize and put it on. Shan said that Nicole could have reached out for help from other fairboard members if needed. Shan suggests removing the hours requirement in the by-laws and going back to the code of conduct. Nicole agreed with the idea of removing the hours from the bylaws as when she was working hours for horse fair or attending leader's meetings she would forget and just guess at her hours. Peggy also agreed that removing the hours and going back to code of conduct may be better.

Jamie said that even during fair the fair office schedule needs some work so that not one person is expected to sit there all day. Jamie said more coordination is needed so that all fairboard members devote some time to the fair office. Those that have kids that show will need to have blocks where they can watch their kids show.

Shan stated we need to make sure we are voting people on the fairboard that are willing to devote some hours to help and not just take anyone.

Jamie asked who would like to work with her and Chad on updating the bylaws Peggy and Nicole said they are willing to meet with both of them. Peggy said she will find a copy of the code of conduct.

Workdays: Tabled until the next meeting

Next meeting was changed to September 13th at 6pm.

Adjourned 8:28pm