



NEBRASKA STATE FAIR BOARD

Nebraska State Fair * 1811 W 2nd St, Ste 440 * PO Box 1387 * Grand Island, NE * 68803-1387 * 308-382-1620

MEETING MINUTES

March 7, 2014 – 1:00 p.m.

Islander I & II at Midtown Holiday Inn – Grand Island, NE

A regular monthly meeting of the Nebraska State Fair Board was held on Friday, March 7, 2014, at 1:00 p.m. Public notice of this meeting was published in the February 24 & 25, 2014, issues of the Grand Island Independent newspaper and posted to the Nebraska Public meeting calendar website from February 20 – March 7, 2014.

Roll call was read with the following members present: Doug Brand; Mark Fahleson; Chris Kircher; Jana Kruger, Chairperson; Dan Kunnemann; Kathleen Lodi; Bill Marshall, joined at 1:02p via conference phone; Lowell Minert, Treasurer; Chuck Rolf; Marvin Rousey, Vice Chairperson; Kirk Shane, Secretary and Kent Zeller. Others in attendance were: Joseph McDermott, Executive Director; Kelly O'Brien, Administrative Assistant; Bill Angell, Livestock Superintendent; Sandy Spiehs, Livestock Assistant; Shaun Schleif, Marketing & Sponsorship Director; Chelsey Jungck, Events & Entertainment Director; Kelsey Brozek, Events & Entertainment Assistant; Jaime Parr, Facility Director; Janna Kuklis, Facility Assistant; Scott Yound, Maintenance Director; Lindsey Koepke, Executive Director of 1868 Foundation; Robert Pore, the Independent newspaper and Dana Miller, NSF Volunteer Coordinator.

Kruger announced the meeting had been properly advertised as an open meeting and informed those in attendance of the posting location of the Open Meetings Act.

Minutes of February 21, 2014

There being no corrections:

Motion made by Brand to approve the minutes of the February 21, 2014, meeting as printed. Rousey seconded the motion. Upon voice vote, motion passed unanimously.

February Financial Report

McDermott reported total current assets of \$2,198,404; payables at \$269,784 total direct revenue at \$67,331 and direct expenses \$239,696.

Motion made by Kircher to approve the February Financial Report. Minert seconded the motion. Upon voice vote, motion passed unanimously.

Executive Director's Report

McDermott shared that Jaime Parr will become the second employee of the Nebraska State Fair to receive her CFE certificate. Parr will attend the Management Conference in Tucson, AZ, in April where she will receive her award.

McDermott also shared the dates for five of the seven District Fair meetings of NAFM have been set. They are as follows:

- March 23 – District 7, Brown County, Johnstown SD – 2:30p
- April 6 – District 3, Dixon County, Concord – TBA
- April 6 – District 5, Lincoln County, North Platte – 1:30p
- April 27 – District 1, Hamilton County, Aurora – 2:00p
- June 14– District 6, Deuel County, Chappell – TBA

Kruger added they are welcome to attend any of these meetings, particularly if it is in their area.

Volunteer Program Update

Miller reported that she has been working on securing the volunteer program sponsorships by contacting the groups that have supported the volunteer program in the past. She also mentioned she is also working on the Volunteer Kick Off which is on May 6 at 7p in the Pinnacle Bank Expo Center. Miller also shared that she has started the website updates to improve the registration process for the volunteers.

Volunteer Tribute

McDermott commented that we have an outstanding volunteer program and we want to make sure it stays that way. McDermott explained in an effort to recognize our volunteers, we have had designed, a Volunteer Recognition that will be featured prominently in front of the Nebraska Building. The design will feature the names of those volunteers who surpass the 500-hour mark. The Nebraska State Fair sees this as a fitting tribute to one of the best volunteer programs. It shows our appreciation and the appreciation of our partners, which include the Nebraska State Fair 1868 Foundation, Fonner Park, Principal Financial Group, the Grand Island Economic Development Corporation and the Grand Island Chamber of Commerce. Fairgoers and visitors year round will see the names of the individuals who have gone above and beyond the call to make the Nebraska State Fair the very best it can be. The Recognition, becomes much more than a plaque with names, but instead a piece of art that portrays, through its color and free flowing design, an eye catching testament to those volunteers that have given so much to our success. Costs for both the design and production of the piece are at \$35,000.

McDermott has presented this proposal to the Nebraska State Fair 1868 Foundation to see if they would be willing to raise money to fund the project. They know, as we do, that the volunteer efforts at the Nebraska State Fair are unmatched.

Kruger asked how much room there is to add extra names.

Schleif responded it was decided that a volunteer would have to work 500 hours to get their name on the tribute. Schleif mentioned in 2013 we recognized Ben Murphy for 300 hours. We have a couple of volunteers that will possibly hit the 500 hour mark soon.

Minert asked in five years how many names will be on the tribute with 500 hours as the requirement.

Miller replied there will be approximately 50 or so names on the tribute within a five year period. 500 hours was decided upon so that this type of recognition is attainable.

Capital Purchases

McDermott mentioned the Finance Committee met this morning and went through the list of Capital Purchase requests that have been submitted for approval.

Minert went through Phase 1 of the Capital Purchases sharing with the Board members what was approved in the Finance Committee meeting and what has been tabled due to needing more information before making a decision. Minert noted that they moved from Phase 3 to Phase 1 the hand washing stations to be installed in the front of all the barns. The total amount approved today was \$231,000.

Minert motioned to approve the Capital Purchase requests as presented and approved in the amount of \$231,000. Kunnemann seconded the motion.

Minert added the concrete in the back room of the Barn Bar will have to be done before the 2014 Fair per the health department. The Barn Bar is also in need of more power. Estimates are being gathered to see what it will cost to complete the whole project at one time.

Brand asked if our wireless was satisfactory. McDermott replied money has been approved to start replacing the current wireless system with new technology.

McDermott added that there will also be a request coming from Wade Shows. They are asking that we put sewer and water out into the midway. Frank Zaitshik with Wade Shows wants to provide water to the midway and rides. Zaitshik would also like to bring his employee campers up closer to the midway. McDermott has met with Olsson and Associates and they will start designing the layout and give us an estimate for the project.

Upon voice vote, motion passed unanimously.

Zone 5 Schedule

Kruger commented that Jungck and staff have worked hard to put the Zone 5 Convention together. Jungck referred them to the Zone 5 program that has been provided to them. Jungck mentioned that we have a good mixture of workshops on Saturday as well as interesting keynote speakers, Chris Wiseman, "Cashless System"; Juli Burney, "They Who Laugh, Last" and Rey O'Dey, "Principals of Food and Beverage". Jungck added Rey O'Dey's presentation is an IAFE Institute class. Jungck talked about the fairground tours asking those that are helping with the tours to be in the atrium area ready to load buses by 4:15 p.m. Jungck mentioned there would be a cheat sheet available to use for the tours.

Kruger commented that she thought the workshops looked great.

Jungck also explained what a #hashtag is, hence the theme of our convention, "#hashtags & handshakes".

McDermott mentioned NAFM is very involved in helping us with the convention.

Committee Assignments

Kruger referred them to the last page of their packet which was a new listing of Committee Assignments. Kruger indicated Dan Kunnemann should be added to the Opening Ceremony Committee. O'Brien will have an updated list for them at the April Board meeting.

Committee Report

a. Facility Planning Committee

Rolf reported that the furnishings committee consisting of Kunneman, Kruger, Rousey, McDermott, Jungck and himself have met four to six times in Lincoln with Davis Design. Rolf continued to date they have identified \$135,000 in change orders that have been approved or will need to be approved.

McDermott mentioned during these meetings the furnishings committee has also been deciding on furnishings for the office space and asked Kruger and Jungck to share the samples for the different furnishings throughout the office. Samples of fabric, paint, etc. were shared.

Kruger mentioned this committee has really made a commitment to this project. They have spent many hours on the road and thanked them for their time.

McDermott mentioned the board room tables will have eight wireless microphones that will sit on the table between two people. McDermott continued they have also looked at a visual component so if someone cannot be at the meeting they would be able to see the presentation from a computer. Rousey added Tom Bridge was there with them at the meeting to make sure they are getting a good system.

McDermott shared that he does not have final figures, but believes the furnishings will be approximately \$120,000 and \$80,000 for the electronic/audio video system. If they are comfortable with those amounts McDermott would like the Board to make a motion to approve but asked that they don't put a cap on the amounts as these are estimated amounts, not actual figures.

Kunnemann added a decision does need to be made today as the construction company is currently sheet rocking the offices and it will make it easier for them if they know where things will go.

Motion made by Kircher to accept the plans for the furnishings estimated at \$120,000 and an estimated \$80,000 for the audio/video system.

Kunnemann seconded the motion. Upon voice vote, motion passed unanimously.

b. Historical Committee

Brand reported as of this time the display cases in the eight recessed areas are on hold. For the 2014 fair the displays will be out temporarily.

c. Finance Committee

Minert reported nothing new to discuss. Everything was covered in motions passed earlier in the meeting.

d. Public Affairs and Outreach

Kircher reported the PR Committee met this morning. They discussed the research. They will be getting their results at the end of May.

e. Livestock Committee

Shane reported the Livestock Committee will meet this afternoon following the board meeting. Some of the items they will be discussing include:

- New health regulations that have come about
- Look at moving the judges room and the 4-H Dog Show
- Look at a better check in process for the horse dept

- Discuss Cattleman's Day
- Talk about an easier/safer way to get Sheep off the grounds
- A guest will be joining them regarding their photography

Shane mentioned they would like to move forward with the Miniature Hereford show. It will be approximately \$1,500 in premium money added to the budget.

Motion made by Shane to add the Miniature Hereford show to the 2014 fair with \$1,500 premium added to the budget.

Minert seconded the motion. Upon voice vote, motion passed unanimously.

Future Meetings & Events

- a. April 11 – Bosselman Conference Center, Grand Island, NE
- b. May 8 – 1868 Foundation Annual Meeting, Riverside Golf Club, Grand Island NE
- c. May 9 – Bosselman Conference Center, Grand Island, NE
- d. June 6 - Kimball County Fairgrounds, Kimball, NE
- e. July 11 – Nebraska State Fair Board room, Grand Island NE
- f. August 9 – Nebraska State Fair Board room, GI NE
- g. August 9 – 1868 Foundation Blue Ribbon Roll Out, GI NE

Foundation update

Koepke commented that she is looking forward to being a part of the “Foundations and Fundraising” workshop on Saturday with Kircher. Koepke mentioned their direct mail campaign is under way. The foundation has received word that they were awarded a \$20,000 non-operating grant from Union Pacific. Koepke confirmed the 1868 Foundation Annual meeting is on May 8 at Riverside Golf Club. Tam Allan will be awarded the “Life Time Friend of the Fair” award during the meeting. The 1868 Foundation board will meet in April to discuss the Volunteer Tribute and how they can move forward with that project. Koepke mentioned the date for the Blue Ribbon Roll Out is August 9. Koepke continued that numerous volunteers help set up the event. Koepke shared that the number of participants is growing and she expects the event to continue to grow.

Kruger asked what we can do to help.

Koepke replied that auction items are needed.

Kruger asked if she was already ordering items for her gift shop? Koepke responded that she is working on designs.

Other Business

No other business

**Motion made by Rousey to adjourn the meeting. Seconded by Kunnemann.
Upon voice vote, motion passed unanimously.**

Meeting ended at: 2:30p