

COLUMBIA COUNTY FAIR BOARD
Wednesday Work Shop Agenda
4/3/19

Meeting called to order 5:51p

In attendance: Butch Guess, Maryann Guess, Jake Sperley, Todd Moore, Amanda McFeron, Nancy Knox, Eva (Grange), Jamie (concrete project), Lisa Masog,
ABSENT: Ingrid Chamberlain

Kiwanis/Daybreakers:

Scanners for parking and admission. Last year just admission. Tickets can be purchased online for parking as well. Daybreakers to help with scanners for parking and ticket taking. Do not need at the gate. Need in the parking lot. Please scan both parking and tickets. Training on the scanners a few days before the fair. Scanners are the size of an iphone and they scan a bar code on either the parking ticket or their admission ticket. Can also scan/swipe a credit card for payment of parking. Portable wifi (hotspots) will be available also. If the technology goes down, taking cash is OK. Just be sure to enter it into the iphone to keep track of the money collected. Estimate to have 2 per gate (scanners), 2 at a time for parking, with 4 people on Saturday. Backups for the scanner batteries are also going to be available. Training for the scanners are Monday/Tuesday before Fair opens. Daybreakers will be scanning tickets at the main gate and 4-H gate.

CCMH Rental:

Camp Host: Need a Camp Host, please blast on FaceBook and the Website. Put out an all-call – and will also mention this at the Fair Board Meeting on Monday 4/8. Jake to forward applicants to Butch.

Tree Service: will be completed by Nathan Sold, please take the trees from the windmill down to the firehouse and then up the road toward Gate 5, all poplars to be gone. Nate to submit a proposal on Monday FB Meeting, wants to complete the project before Fair 2019. Grinding of the trees and complete clean up. Maryann said need the \$2mil insurance coverage.

4H Tickets: SCRATCH

Rental Investment: Jake has a volunteer photographer willing to re-shoot all of the buildings and update the photos for the website to market the fairgrounds. Will stage a barn to advertise as an “event venue” and wants to stage the grounds/picnic area to advertise to corporations as a “picnic venue” - also wants to get this marketing strategy on public sites for visibility. Butch wants to be sure that we offer the available barns up for rent to events if anyone is interested. Some barns are available in the summer and some are available in the winter. Note: barns used in the winter are not heated. May use portable heat as an option.

Fair Theme: Mystical Fair Grounds Storybook/Enchanted Fairgrounds - Fair (2020)

BARN IN THE USA (2019) (R/W/B)

Auction Committee: Some decision needs to be made about the Auction Committee, Auction Committee members need to come to the meeting on Monday and present a report. Send an email to Daniel to have the committee be present at the meeting on Monday.

(503-431-3938 – Julie Scism) (Committee Secretary) is a good contact for the Auction Committee and will be receiving an email to come to the meeting on Monday 4/8.

Nick White:

Display Cases: Need display cases in the pavilion and the cooling case need to be fixed or replaced. Please take in and replace them (at a rate of one a year) Amanda suggested to make a deal with Stan with a rental refrigerator for Fair week that can be picked up at the end of the week. Amanda to follow up - Butch to price display cases both refrigerated and glass. Butch will shop for the refrigerated display cases and Amanda will shop for the refrigerator in the kitchen. Todd to put up a trailer to go get the pieces. Eventually the glass display cases need to be replaced. Amanda suggested to ask Scott Ingalls for in-kind donations/sponsorships for cases. Maryann to send the email with a sample of the display cases needed to start the procurement process.

Sunday of Fair: Kid Zone (as discussed at previous work shop), Ingrid's car club not coming in with a car show – but Jake has another car club coming in: Sean Peirson – Columbia County Car Club. Has good references. Has said that he will volunteer to put on the Car Show and will donate all the supplies to put on the Car Show.

Kid Zone to be between Master Garden and Gate 2. Vault Elite Tumbling Activities for Kid Zone – offer them a promotional tent for the donated tumbling service. (See the KIDZONE/OUR BACKYARD) flyer attached. Bouncy House – will try to get a donation as opposed to renting it. Craig Milton – person to get hay from for the hay maze in the Kid Zone.

Demolition Derby – there will be costs involved with putting on the Demolition Derby. (See the Demolition Derby Expense Breakdown attached) Put on with the RiverCity Speedway. They will put on the Demolition Derby and in exchange they only want to be able to sell concessions from their snack shack. NOTE: Demolition Derby idea fell through a few years ago because the Race Association backed out.

Jake has had a discussion regarding the noise from the Demolition Derby and how it will affect the animals. Woody says that he needs to know the schedule of events and he is willing to work around the Demolition Derby time frame.

Amanda requests a contract from the RiverCity Speedway before the Fair Board Votes – Jake responds by saying that we are wasting time with that and our Demolition Derby needs to be on the schedule before the schedule is finalized, is asking for a “YES” for now and work on the contract later. Amanda insists that a contract (something in writing) needs to be in place before committing to this event. Propose to Jake to bring a contract to sign by Monday's board meeting. The contract needs to include the fact that they are putting on the event and what they are going to provide/include. Jake to procure the extra funds to cover the cost of the event with local automotive shops, etc. Discussion left with the charge to Jake to get a proposed commitment in writing to be submitted on Monday 4/8 Board Meeting.

Open Horse Show: Nancy Knox will not be doing the Open Horse Show this year, no increase in fees to participate. Todd has connections with a family and a Horse Club in Clatskanie who can help. Last year there were 29 entries, but Horse Families are hoping for more. Sheryl Savage has stepped forward to be the Superintendent for the 2019 Open Horse Show. Todd Moore to act as liaison between me and Sheryl to transfer information to her for the Horse Show.

Nick White: He is a vendor that is unhappy with the way he has been treated. He is saying that he and Jake have had misunderstandings about his menu, the contract that he signed, and the fact that Nick is claiming that he is a long standing vendor with the Fair and is unhappy that he was asked to change his menu. Nick has said that he is not willing to modify his menu, he did

not submit a complete application to be a vendor. Jake has checked in on this vendor with the Cowlitz County Fair and it was confirmed that White Concessions has caused problems with their Fair staff as well. Another vendor is coming in to replace this vendor. Maryann states that Fair need to be fair and consistent with all vendors. Jake's efforts to make the Columbia County Fair more professional. It has been decided that White Concessions is not included in the 2019 Fair. They are welcome to submit an application to be included for the 2020 Fair.

Guest Speaker: Eva with the Warren Grange: Notable dates: Megga Egg Hunt (4/20)

Guest Speaker: Katherine – is asking for the money from the Fundraising Bazaar be applied to the scholarship fund for the CCFR instead of the Toy and Joy – money raised is used for \$1000 for SHHS high school students

Break was the use of the pavilion for 2.5 days for the cost of 1.5 days. (\$700 break)

They have kept to their word of keeping the pavilion clean after their event – so no need to charge a cleaning fee to the Bazaar.

Maryann makes a motion to continue to give the Bazaar a break on the rental of the pavilion, and for the monies to go towards the CCFR scholarship fund instead of Toy & Joy. Motion Seconded by Amanda, motion carries unanimously.

Guest Speaker: Nancy Knox - Clean Up day from 4-H: get a hold of Woody to coordinate with the 4-H for the fairgrounds clean-up day. The only day that does not work is 5/18. Ingrid will work with Woody to set a date for the clean-up of the grounds.

Set Fair grounds clean up date at May 4, 2019 (Saturday)

Weigh In days – 5/18 and 5/19

Fair grounds Planting Day later in May – Lisa to contact Michelle Berg to confirm date for Planting Day – usually this is later in May.

Poultry Pens will be taken down and put on pallets

This will happen on Small Animal Day (4-27)

The pens need to be moved before 4-20 (Megga Egg Hunt) in order to get them disinfected.

Pony rides will happen in the beef barn.

Amanda - Need a head count for the volunteers on the clean-up day so that food/water can be purchased for all who participate.

Permits for the concrete in the barns – Butch says no permits but he will confirm with the County whether or not permits are needed to pour concrete. Concrete needs to be levelled before it is installed.

Amanda proposes adding a second workshop now that the Fair is getting closer.

Every other Wednesday Workshop – next workshop 4/17/19

Meeting adjourned 8:00p