



May 12, 2020

Fair Board Meeting Minutes

Attendees: Jerry Johnson, Linda Rider, Joe Doellefeld, Elise Burton, Michele Sheets, Ken Renner, Tim Vuller, Jeremiah Jenkins, Sheriff Wolfinger, Natalee Orr, Shanda Masterson, Alexcia Jordan, and Emily Hord.

Meeting minutes recorded by Emily.

Called to order at 5:05 pm

Pledge of Allegiance led by Jerry Johnson

Hearing of Delegates

- Sheriff Wolfinger addressed the board regarding alcohol service during the fair and offered suggestions regarding changes to the process. He also addressed COVID-19 as we move forward with events and the fair.

Approval of March Meeting Minutes

- Elise moved to approve minutes; Joe second. Motion carried.

Claims and Financial Statements

- Usual and customary claims to be paid, Elise moved; Dave second. Motion carried.

Manager's Report; see attached

Old Business

- RV Park Update – Construction has begun, looks to complete in July.
- Firehouse Update- There is an agreement with KCEMS, Fair and Kootenai County being negotiated, an estimated 8 to 9 months of construction after agreement finalization. This would be a long-term lease of ground between KCEMS and the Fair Board.

New Business

- Staffing and Event Plans –
 - Staffing – 6 employees have been laid off or furloughed. A reduction of workforce will be necessary
 - Event Plans -
 - Graduation will be the first week of June, 7 ceremonies over four days approved by Panhandle Health, Sheriff and OEM – Stage 3 guidelines to be followed.
 - Stage 4 – move forward with events of all size with guidelines being followed by the promoters of those events.
- New Hire – Introduction of Emily our new Finance Manager and Vendor Coordinator
- Covid-19 Planning team – Alexcia will assemble a planning committee of members of the board and community to assist in precautionary measures for the fairgrounds, fair and other events. No action needed.

Committee Reports

- Beverages – Discussed Sheriffs suggestions
- Development and Planning – Alexcia and Elise have paused going forward with KO to save funds
- Events, Fair and Policy – Carnival has submitted their cleaning plan, we will be asking food vendors do the same
- Finance & Budget – nothing further beyond the budget presentation.
- Facilities, Equipment and Maintenance – Lawn Mower Purchase- We are looking at a sponsorship trade with Jordan's, Elise moved to purchase with a sponsorship trade and use the saved funds to purchase a new engine for the existing mower. The transactions should not exceed the budgeted \$8000. Jerry second. Motion carried.
- Livestock & 4-H – They have more animals than ever before
- Marketing – working on the fair marketing going forward, ad placed in Spokesman Review summer book and matching grant funds through CDA Press.
- Rodeo – no report currently
- Executive Committee/Personnel – Motion to enter executive session Idaho Code 74-206 (1)(b) – Evaluation of staff made by Elise, seconded by Linda all in favor, motion carried at 6:32 pm. Motion to exit executive session Idaho Code 74-206 (1)(b) – Evaluation of staff made by Linda, seconded by Ken all in favor, motion carried at 6:51 pm with no decisions being made.

Meeting adjourned at 7:00 pm – Motion to adjourn by Ken, seconded by Joe, motion carried.