

M I N U T E S

Washington County Fair Board

Minutes of a special meeting of the Washington County Fair Board held Wednesday, January 20, 1982, in the Fairgrounds office beginning at 4:35 p.m.

ATTENDANCE	<u>Fair Board</u>	<u>Director & Staff</u>
	Charles Colegrove	Adeline Hesse
	John Love	Valerie Bentley
	Homer Speer	
	Margaret Sprecher	
	Mike Swan	

ENTERTAIN-
MENT The Wenatchee Youth Circus has submitted a contract for one performance at the fair. Hesse requested August 10, but the contract reads August 11. Hesse will check into the mix up on dates. The circus would round out the Tuesday Family Day package. Hesse and Speer have seen the circus and enjoyed it. It is done quite professionally.

For the entire fair to be successful, each day must be a strong day. In the past opening day has been a low attendance day. The circus would help opening day be a strong attendance day. The entertainment budget is not large enough to bring in "name" entertainment. The circus will be free with gate admission.

Hesse reviewed her last year's proposal to Washington Federal Savings & Loan for sponsoring opening day name entertainment. With the economy Washington Federal decided against the proposal but did leave the door open for the future. Speer suggested contacting Mervyns Department Store. In the Mervyns has sponsored community entertainment. Hesse will check into this. Hesse will report progress at the next meeting.

The Board agreed the Wenatchee Youth Circus would be good family entertainment for opening day of the 1982 fair.

BUDGET Director Hesse read through the budget pointing out items with any specific changes and explaining line items to new Board members. The Board asked questions throughout the discussion.

STAFFING The 1981-82 revised estimate is \$20,000 less than budgeted, because the Director relied heavily on federal work programs - Green Thumb, etc. The full-time salaries are still "catching up" to equivalent county levels.

The full-time maintenance laborer position could be more than one person during fair season but will be equal to one full-time position.

Speer suggested Hesse ask the county to update the 1979 employee job and salary survey for full-time fairgrounds positions. The county may want to solicit job descriptions from other county fairs of a similar size and budget. Hesse will contact a county personnel analyst.

O.P.E. stands for "other payroll expenses." The county has picked up this expense in the past. Hesse does not fill positions if they are not needed.

EXPENSES

Hesse read through the budget detail of expenses. She explained what type of items were charged to specific accounts. Account 116-Gate Change is an in and out account used during fair and destruction derbies. Account 118-Travel & Training is a new account to cover special training or seminars attended by the Director. Account 119-Legal Fee to County is a new account to cover county legal fees beginning in July 1982. Account 149-Miscellaneous Materials & Services is used to cover expenses that do not fit in any other line item.

Speer suggested giving full-time staff a car allowance.

In the Exhibits & Competition section, Swan questioned the increase in Account 223-4-H Other compared to the decrease in Account 213-FFA Other. Hesse explained the money is budgeted to cover costs of displays and start-up supplies for the new Community Room. The difference in dollar amounts relates in proportion to the difference in size of the 4-H and FFA programs--particularly the 4-H home arts division where FFA has no home arts. Hesse met with 4-H Extension Agent Lyle Spiesschaert and FFA Superintendent Rolland Aschim to discuss exhibits in the new building. She said they were cooperative and willing to work out details between themselves. The Board agreed Spiesschaert, Aschim and Hesse could work out the exhibit details for the new Community Room.

Account 232 Open Class Personnel includes a \$150 payment to the home arts superintendents as well as judges fees.

The Rodeo Court Account 320 is about half of the 1981-82 budget. The Rodeo Committee will solicit donations to cover extra costs.

The Horse Show entry fees cover the expenses incurred to put on the show.

Account 324-Prime Stock Sale is an in and out account. Account 325-Destruction Derby includes trophies, ambulance, P.A. equipment rental, and portable toilets. Account 352-Other Shows covers the daily continuous Friendship Square entertainment and special entertainment such as the Wenatchee Youth Circus.

Capital Outlay -- Hesse has budgeted hotel/motel tax revenue through November 2 only because of the need for public approval at the general election. That revenue is budgeted for phase II of the Community Room.

Speer suggested the new Board get together with retired Board members for about a half day meeting to update new members and discuss long-range plans in depth.

Swan noticed nothing has been budgeted for landscaping around the new building. In the past Hesse has relied on donations and volunteer help. Some landscaping materials are charged to general supplies.

With the new building parking lot improvements are needed. Hesse's estimate for gravel and drain tile for two acres of the 28th street parking lot came from Gary Baker.

Green Thumb employee, Jim Winfield is doing repairs on the arena-area power panel and also building a shelter to protect the panel from the weather.

Additional wiring needed to install the P.G.E. lights are charged to the general supplies account. Last year volunteers installed about 40 mercury vapor lights around the fairgrounds. Sprecher offered use of a "cherry picker" truck to help with future light installation.

REVENUE
ESTIMATE

Account 3-Merit Rate - Hesse reported the racing handle is down this year. This will effect merit rate revenue. She explained the state merit rate system to new Board members. Hesse was instrumental in working with the state legislature to revise the apportionment for county's from the 1957 tax value to the current true cash value. This will bring an increase to Washington County Fair of about \$6,000.

The county pays the O.P.E. and insurance. Advice of Finance and Administration to budget \$50,000 for hotel/motel tax revenue to November 2. A supplemental budget must be filed if the hotel/motel tax is approved by voters.

Fairgrounds Operations - Fair Gate Admission decreased a little. The 1981 receipts were down because of extreme weather conditions. There will be a few more booths in the main exhibit building when the FFA displays move to the new building.

Account 13-Youth Prime Stock Sale is an in and out account. Account 14-Destruction Derby Admission is based on one paid derby July 4 compared to two paid derbies last year.

Because Hesse has received several new bookings for off season use, she suggested raising Account 15-Rent & Storage \$4,000 to \$26,000. The Cash Donation account was high in 1979-80 because there were a lot of donations for building Friendship Square. The economy has adversely affected cash donations.

Corrected errors 1981-82 revised estimate Account 17-Advertising Sold-- should read \$1,125 - no ads sold for tabloid premium book; and Account 18 should read \$7,500 to match expense side of Gate Change.

Account 20-Carnival income raised to reflect actual revenue for 1981-82. Account 34-Rodeo other includes chute signs. Account 35-Horse Show Entry Fee is a conservative estimate because a one day show instead of two. Account 34-Expo Trust Fund and Account 34-CETA Reimbursement are no longer in use.

The Board commended Hesse for doing a good job of putting the proposed 1982-83 budget together. Hesse will have the budget in final form at the next meeting. She is still waiting for a budget schedule from the county.

MOTION: MOVED BY HOMER SPEER, SECONDED BY MIKE SWAN TO APPROVE A \$50 A MONTH MILEAGE ALLOWANCE FOR THE DIRECTOR POSITION AND \$25 A MONTH MILEAGE ALLOWANCE FOR THE ADMINISTRATIVE SECRETARY POSITION BEGINNING WITH THE 1982-83 BUDGET. MOTION CARRIED.

Hesse will add a line item called "Car Allowance" to the proposed budget dividing money from Account 123-Private Mileage.

Hesse and Bentley will keep track of mileage until new budget begins.

New and retired Board members will meet for a general discussion session Friday, March 5.

NEXT
MEETING

The next regular Board meeting will be Wednesday, February 3, 1982, in the Fairgrounds office beginning at 4:30 p.m.

Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Valerie Bentley