

**10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR**  
**Board of Director Meeting Minutes -DRAFT**  
**Wednesday June 6, 2018**

**CALL TO ORDER:** The 10A District Agricultural Association Board of Directors meeting was called to order at 6:15 pm at the Fairgrounds office by President Herman.

**ROLL CALL/DIRECTORS ABSENT:** All directors were present except Director Schaad

**INTRODUCTION OF GUESTS & STAFF:** CEO Nancy Sites and Beckie Alvarez

**PUBLIC COMMENT:** No public comments were made.

**CONSENT AGENDA:** *Director Luscombe made a motion, seconded by Director Misso and carried to accept the consent agenda. The consent agenda includes minutes from the May 2 regular board meeting, contracts completed to date, bills paid as of May 31, and the Finance Report as of May 31. All in favor.*

Board Member	Approved	Not Approved	Abstained or Unable to vote yet
Director Fine	X		
Director Misso (second)	X		
Director Struble	X		
Director Luscombe (motion)	X		
Director Herman	X		
Director Hernandez	X		
Director Sutton	X		

**COMMITTEE REPORTS:**

**Livestock Committee** – Nancy reviewed the Beef weigh in. We have eleven market steers and four replacement heifers that were tagged and weighed in. Sheep, Swine and Goat weigh in will be June 30<sup>th</sup> in Dorris at 8am and July 1<sup>st</sup> in Tulelake at 8am. The buckles are ordered and we will do embroidered chairs again for some of the other awards. The livestock scale at the fairgrounds will be certified on August 22 so the scales will close on the 21<sup>st</sup>. There was a question about weather or not we have a rate of gain minimum. We do not, but in the state rules there are some rules lambs having to show lambs teeth. Crystal suggested that Nancy contact Shasta View as they may be interested in a sponsorship for awards. Greg gave some suggestions for the judging competition flyer. Nancy will make changes and get that out this week.

**Entertainment Committee** –We need to inquire about a Dave Stamey poster or get one designed. Possibly start the radio ads earlier, look into advertising on the Hispanic radio station in Medford. Nancy has been talking to a company that would like to do midget wrestling in the grandstand on Sunday. She will confirm with them and report back.

**Jr. Fairboard** – They will meet either June 30 or July 1<sup>st</sup> after weigh in.

**Fair Court** – Tracey will be addressing some rules that may have been broken. The court will be representing the fair at a few other events this year. We will have a list at the next meeting.

**Special Events Committee** – There was some discussion on weather or not we should send out invitations for the Farmer and Rancher dinner. Some were afraid if we send invitations that we would leave someone out unintentionally so we will just do some target marketing to make sure that local Farmers and Ranchers know that this is for them and they are invited.

**Marketing/PR Committee:** We need to set a date for the committee to meet. It was suggested that we start radio advertising early. Nancy will talk with the radio stations to see about doing that. Angela will help with poster

design and designing our billboards that are in need of repair and have those at the next meeting. Nancy will talk to the City of Tulelake to see if the wire is going to be hung across main street and if so, when we can hang our banner up.

**CEO Report:**

Nancy reported that we did not received the McConnell grant to fix the doors. She will continue to look into and submit other grants and we will try for McConnell again next year. OIT signed up as a new sponsor. Lighting project – the maintenance crew has put the new lights in the office, sheep/swine barn, all bathrooms, outside wall packs on the bathrooms. The CFFA deferred maintenance project is moving forward however we have run into a big problem. The city sewer line runs right where they were going to put the fence and it is leaking and needs repaired or replaced. The city will take one tree out soon as the roots are interfering with the line and repair the leak. They will work on replacement in the next couple of years but in the meantime, there is no sense in putting a permanent fence back there. CFFA is working on a solution for this and Nancy will update everyone at the next meeting. Nancy passed around signature cards to add Laura, Crystal and Angela to the bank accounts.

**Old Business: Consideration/Action on the following items:** There is no old business at this time

**New Business: Consideration/Action on the following items:**

Concession/Kitchen update: Misso is working very hard to take down the old concession building. Nancy has spoken with the Kitchen design and architect and will set a meeting with them and Sierra Cascade prior to the next board meeting. We should have some plans drawn up very soon. Sierra Cascade is contacting the electrician so we can get the brick concession put back together. No action was taken on this item.

*Approval of CDFA Allocation Request: Director Luscombe moved to approve the allocation request to CDFA for 2017/2018. Director Hernandez seconded. There was no discussion. Motion Passed Unanimously.*

Board Member	Approved	Not Approved	Abstained or Unable to vote yet
Director Fine	X		
Director Misso	X		
Director Struble	X		
Director Luscombe (motion)	X		
Director Herman	X		
Director Hernandez (second)	X		
Director Sutton	X		

Possible new fair vendors: Nancy reviewed some possible new fair vendors. No action was taken on this item.

**Director Statements:**

Director Struble: We need to contact Carrie Criss about the ice contract to see if they are interested. She will see if Alethia will be able to take our pictures at the next meeting. We should wear red, white or blue.

Director Misso: We need a new grand marshal banner for the parade. She is going to be gone for a few weeks but will distribute exhibitor handbooks before she leaves and will be back just in time for the next meeting.

Director Herman: Inquired about how many A frame signs we have that we could use to direct people to the different entertainment activities during fair. We need to clean those up and repair them. Also, would like to look into putting stencils on the ground that lead to the different areas.

Adjourn: Director Luscombe moved to adjourn the meeting at 8:30pm. Director Struble seconded. There was no discussion. Motion Passed Unanimously.

Respectfully submitted by Nancy Sites Tulelake Butte Valley Fair Manager