

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes -DRAFT
Wednesday May 1, 2019

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order at 6:00 pm at the Tulelake-Butte Valley Fairgrounds

ROLL CALL/DIRECTORS ABSENT: Director Hernandez was absent

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites, Office Assistant - Beckie Alvarez;

PUBLIC COMMENT: No public comment

CONSENT AGENDA: The consent agenda included the April 3rd board meeting minutes, the Finance Report and bills paid through April 26th and interim rental contracts and refunds prepared. *Director Luscombe made a motion, seconded by Director Struble and carried, to accept the consent agenda. All in favor. Motion Passed.*

CORRESPONDENCE: Nancy reviewed the correspondence in the meeting packet there was a memo from CDFA regarding Governor Newsome’s State of Emergency that he declared.

Livestock Committee – Nancy and Laura reviewed the notes from the Rotary/Livestock meeting. Nancy has both livestock judges but we still need an Ag Mechanics judge. Director Herman suggested she try Lassen College and Shasta College as well.

Fair Court and Jr. Fair Board – Director Struble and Director Luscombe reported that the county cork has given the court a discount on their clothes and would like to add them as a sponsor of the court in their parade announcement. They talked about the other fairs in the area that we could visit and would like to make a schedule for June, July and August.

Volunteer Committee: Director Sutton reported that they are having a volunteer fair on June 6th. If the board members have jobs for volunteers, they need the job descriptions by June 5th so they can prepare them.

Sponsor Committee – Nancy included the sponsor packet in the meeting packet for their review.

Entertainment: We are still working on grandstand and grounds entertainment. Discussed having a high school and possibly pop warner football.

TBVF Staff Reports:

Nancy spoke with Brice about having a football game during fair. There are some challenges that he brought to our attention: Tule can’t play BV because it is not league season yet; we would need a scoreboard; is the grass piece big enough; it is scheduled for Friday right now

There are some repairs needed in the Home Ec Kitchen that the maintenance crew is working on. We also need to look at fixing or replacing the stove but there is not anyone in the area that works on them. They would have to come from Medford or Redding.

A group from the McConnell foundation came to look at the roof project that I applied for the grant for. We should know if we received the grant by the next meeting.

Nancy has spoken with the state and two different grant writers about finding a grant for the Light Pole Replacement. They had no leads so she will keep searching.

The Oregon Dressage Society Cascade Chapter is helping us to replace the horse stall doors. Many of them are falling apart. They have gotten sponsors for each door and are building and installing them before their show in June.

The online entry is almost ready to go, just need to get credit card payment processing all set up.

Nancy thanked everyone for attending the goal setting workshop, we got a lot done in a short amount of time.

Liz Prater and Lorraine Fine have volunteers to help run the Adopt a spot garden program. They are working on getting information out to the people that have had gardens in the past.

Pam McFall volunteers to do a ribbon inventory and help with the ribbon order this year.

We got the Highway billboards measured, just need the artwork and we can get them printed. We also discussed putting one up somewhere in Butte Valley.

Old Business:

Gate Admission Outline

The preliminary plan from the April meeting: 4-H/FFA and Open Class Livestock Exhibitors – Free; Vendors/Concessionaires will get a certain number of complimentary passes; People camping will get a certain number of free passes. General Admission – Kids under 5 – Free; Everyone else \$3; Season Pass for \$10. Admission will have in and out privileges throughout the day so they only have to pay once at the gate. We will have a special discount for seniors, veterans & active military discount. The board asked the Nancy detail it further prior to the next board meeting.

VIP parking will be from the driveway to our office, no charge for parking, signs at each gate letting people know about the admission charge prior to entering the parking lot, we need to advertise a lot, Sunday free day, 5 and under free, Thursday school groups are free.

Director Schaad made the motion to charge a \$4 admission fee for everyone 5 and over and no parking fee.

Director Struble seconded. There was some discussion. Motion passed unanimously.

New Business:

2019 Exhibitor Handbook – Totalis design and print is not doing the exhibitor handbook for us this year. Nancy is working with Emily Hall to get it put together and Emily is working on the cover.

Spring Cleanup Date – June 1 – Board members to arrive at 8am everyone else at 9am. Come up with a list of projects for all ages

Need to look into making Mr. Potato head photo booth cut outs for photo ops during fair. Diamond Gem and Calf; family one with four cut outs.

We will do the closed session and CEO review at the next meeting.

Next Meeting: Wednesday June 6, 2019

Director Statements:

Director Struble: Wanted to make sure that new board members get down to Corner Closet to get their jackets prior to fair.

Director Misso: Doesn't think we need a comma in Diamond Gem Rides Again theme.

Director Sutton: Suggested that we also get Dave Kandra a new fair jacket.

Director Herman: Asked where we are on the MOU with the city for the sewer line, Nancy will check into it.

The Hoyt Family would like to donate the antique tractor that goes with the piece of equipment that they donated last year and asked about the video of the Osborne potato planter that is in the museum.

Respectfully submitted

Nancy Sites

Tulelake Butte Valley Fair Manager