



Ramona Junior Fair Incorporated



Board of Directors Minutes January 4, 2021

RJF Mission Statement: "Promoting the advancement of local youth through agriculture, industrial education, and recreational activities and exhibits."

- 1) Called to Order by Charles O'Neal, Vice President at 6:35 PM.
- 2) Flag Salute
- 3) Roll Call of Directors
 - a) **Directors Present:** Charles O'Neal, Michelle Scott, Mary Martineau, Kristy Parker, Laird Nelson, Danielle Zurcher-Upson, Victoria Stanley, Curtis Martineau, Ryan Barton, and Makenna Blackburn
Members Present: Kristen Blackburn, Makenna Blackburn, Russ Christensen, Trevor Herman, Jeanine Hawkins, Larry Hawkins, Deb Huff, Jasmine King, Stacy Konyon, Stacey Nelson, Kim Newcomer, Adelaide Sorbo, Lori Sorbo, Anne Marie Wilson, and Robert Wilson, and Athena Wolfe.
- 4) Vice President Charles O'Neal presented the Agenda. A motion was made to approve the Agenda for tonight's meeting. Motion/Second: Mary Martineau/Danielle Zurcher-Upson. Discussion: None. Motion passes unanimously.
- 5) Secretary Michelle Scott presented the minutes for review from the December 7th meeting. A motion was made to approve the minutes. Motion/Second: Michelle Scott/John Wolfe. Discussion: None. Motion passes unanimously.
- 6) Treasurer Kristy Parker reported financials for December 1st thru December 31st, 2020. Submitted. **January 4, 2021:** Starting balance for all accts. as of December 1st: \$35,752.19. Ending balance for all accounts as of December 31st: \$34,829.36. Transactions include water bill of \$150.12, SDG&E of \$191.97, Rent of \$189.00, ACH/Intuit monthly fees of \$19.95 and \$10.00. Two lost exhibitor replacement checks were issued in the amount of \$154.00. The final transaction for the month was the ShoWorks renewal fee of \$350.00. A motion was made to approve the treasurer report. Motion/Second: Kristy Parker/Mary Martineau. Discussion: None. Motion passes unanimously
- 7) Open Forum
 - a) None.
- 8) Officer Reports
 - a) **President:** Charles O'Neal announced that Robby Storton is absent tonight due to a medical issue.
 - b) **Vice President:** Charles O'Neal reported that he and President Robby Storton have been reaching out to people regarding the AdHoc committees to find people to fill those open chairman seats.
 - c) **Secretary:** No Report. However, Michelle Scott did ask that all present members type their name in the chat comments to get an accurate recording of who is present at the meeting.
 - d) **Treasurer:** Kristy Parker reported that our renewal with the Chamber of Commerce is due in the amount of \$120.00. Last year, the board members agreed it was a good idea to be a member of the Chamber of Commerce and with like to motion that we continue that membership. Motion/Second to approve renewing our Chamber of Commerce renewal of \$120.00: Mary Martineau/Laird Nelson. Discussion: None. Motions passes unanimously.
 - e) **Fair Administrator:** Mary Martineau discussed hatch dates for chicken meat pens and turkeys. Chicken meat pens would be 8 weeks of age by the scheduled Saturday of the small animal show with a hatch date of May 29, 2021 or after. If turkeys are to be 18 weeks of age by the scheduled show date, they would have a hatch date of March 20, 2021 or after. Another option proposed was to change the turkey age from 18 weeks, to 21 weeks. If 21 weeks of age is preferred, their hatch date would be February 27, 2021 or after. Mary Martineau asked everyone to weigh in with their thoughts as to changing turkey age from 18 weeks to 21 weeks by the scheduled show date. Majority agreed to change turkey's to no more than 21 weeks of age by the scheduled small animal show date. Chickens will remain no more than 8 weeks of age by the scheduled small animal show. Chickens will have an official hatch date of May 29, 2021 or after. Turkeys will have an official hatch date of February 27, 2021 or after. On a side note, Mary Martineau shared that Kristy Parker already did the renewal for ShoWorks. This renewal is for the annual support of services, but we can add extra items if needed down the road if we decide to include more options for a virtual auction.
 - f) **Youth Directors:** No Report.
 - g) **Livestock Superintendent:** No Report.
- 9) Standing Committee Reports
 - a) **Scholarship Committee:** Michelle Scott reported that the committee has come up with a lot of new ideas for this year's scholarship application and timeline of dates. She previously emailed documentation to the board to review of a new digital scholarship application and the new timeline which was then shared during the meeting. On behalf of the scholarship committee, Michelle Scott proposed changing the paper application to this new online digital option. She also proposed to remove the applicant's SSN from the application due to safety measures and

protection of personal information. Another proposal was to remove the third letter of recommendation from a past or present board member due to the additional workload on the kids as well as it being viewed as unnecessary. Also, having the option of direct submission for both letters of recommendation as well as transcripts. However, it was found out that not all schools will directly submit these transcripts, so instead the applicants could get a certified PDF copy of the transcripts and upload it themselves. Finally, the timeline of dates had been adjusted to allow scholarship applicants to be announced in May 2021 which would allow enough time before the end of the school season to give these recipients the proper amount of recognition. The paper copy of the timeline was screen shared during the meeting and Russ Christensen shared and reviewed the digital scholarship application as well. Mary Martineau suggested removing the class rank from the application because not all the schools do that anymore and members agreed. It was also suggested to change the part that states "High School Currently Attending" because kids can apply up to one year after graduating. Mary Martineau motioned to accept the changes proposed. Second: Danielle Zurcher-Upson. Discussion: None. Motion passes unanimously.

- b) **Budget Committee:** Kristy Parker reported that the next Budget Committee meeting will be January 7, 2021 at 6:30pm.
- c) **Auction Committee:** Charles O'Neal reported that this month they will be working on the dinner planning and booking the date with Rec. Center. He also reported they are looking for a photographer so if anyone knows anyone, please contact him. The committee also discussed upping the sales fee to offset the 1% ShoWorks fee for online sales. Russ Christensen has not had a chance to talk with ShoWorks yet regarding these fees but plans to connect with them later this week. The committee is also going to start looking into auctioneers and if anyone has suggestion to please contact Charles O'Neal. He will reach out to those who have helped in the past as well. Ads in the auction book were also discussed a little bit as well as paid donations for the auction. The next auction committee meeting will be January 21, 2021 at 6:30pm.
- d) **Steering Committee:** Makenna Blackburn reported that at their last meeting they came up with 4 of their top fair theme ideas which will be discussed/voted on later in the meeting. Ryan Barton reported they are still trying to come up with dates for the next steering committee meeting that will not overlap other committee/club meeting dates.
- e) **Premium Book Committee:** Mary Martineau reported the fair theme ideas will be voted on at the end of the meeting. She also had a side question regarding the art contest. She proposed the option of having the submitted art pieces be in color vs. just black and white since they will be sent digitally. To avoid cost of printing a colored auction book, we could gray scale it. The premium book cover will not matter since it is not printed in color. All agreed to changing the art contest to allow for color.

10) Ad-Hoc Committee Reports

- a) **After Auction Committee-** No Report
- b) **Chamber of Commerce Committee:** Charles O'Neal reported he has not received any emails or contact information regarding the Chamber of Commerce Meetings. He will reach out to them again so that he and Robby Storton can start sitting in on those meetings.
- c) **Parks Board Committee:** Same as Chamber of Commerce Committee Report.
- d) **Construction & Grounds Development Committee:** Laird Nelson reported that he removed the banners from the fences and put them on the banquet table in the Home Ec building. He checked the grounds and noticed the campers from down in the riverbed have been back into the Paisano food booth again, so he locked and secured it. At the last meeting we discussed what to do with the old scale at the fairgrounds. Mart Martineau showed interest for the Ag Department at the High School. Laird Nelson motioned that we donate the scale to the Ramona High School Ag Department. Charles O'Neal asked if that is done, can it be used by other club members? Mary Martineau shared her concerns revolving around non-students coming onto campus with their animals and bio security as well as the security of the school. She would not mind meeting members in person to use the scale but cannot leave the grounds open and unsecured. If that were to be the stipulation, the Ag Department would pay for it vs. it being donated to avoid those areas of security concerns. Michelle Scott asked if the scale at the fairgrounds is opened to be used by club members? Charles O'Neal mentioned that a board member would have to meet individuals at the fairgrounds to allow them to use the scale. Laird Nelson reported that there will be the new digital scale at the fairgrounds that could be used by club members if they gave board members enough notice so it can be re-installed for use, but it would be available for use. Kristy Parker proposed the idea of having the scale donated to the Ramona Ag Boosters vs. the Ramona High School and asked if there would be any benefit to doing that. Mary Martineau agreed there would be a benefit to keeping that asset within the Ag Booster program because it would protect the use of it and if the Ag Boosters were to close, they could make the decision to donate that asset to another Ag program. Kristy Parker also asked if there were any other parties showing interest in the scale. It was confirmed by Laird Nelson that there had been no other interested parties. A new motion was proposed to donate the old RJF scale to the Ramona Ag Boosters. Motion passes unanimously. Discussion: Mary Martineau said she would help draft a letter regarding the donation.

Laird Nelson also reported that he would get going on spreading the grindings in the parking lot as well as pulling the old scale out and working on the concrete slab. Charles O'Neal suggested he put out an email to

maybe get some help in doing so. Finally, Laird Nelson informed everyone that Dale Adams moved back to Michigan and before he left, he donated a blower to the Ramona Junior Fair.

- e) **Computer Committee:** No Report
 - f) **Camping & Security Committee:** No Report. Charles O'Neal asked if John Wolfe got the information about when he checked on the ice machine and came back later to find the main gate was unlocked after he had locked it when he left. He mentioned looking in to simplifying the locks. John Wolfe mentioned he did not get that information but will get together with Laird Nelson and Robby Storton to address the issue.
 - g) **Fair Marketing & Education Committee:** No Report
 - h) **Awards Committee:** Victoria Stanley reported that she is still waiting for the chicken buckles, which should be here sometime this month. She also reported she is putting together a letter for the different categories representing awards, banners, judges, etc. for fundraising. She will have that done and ready to present to the board by the next RJF BOD meeting.
 - i) **Pie Auction & BBQ Committee-** Charles O'Neal reported that Robby Storton volunteered to act as the chairman for these committees. Charles O'Neal motioned for Robby Storton to chair the pie auction and BBQ committee. Second: John Wolfe. Discussion: None. Motion passes unanimously.
 - j) **Grants Committee-** No Report
 - k) **After Auction Committee-** Charles O'Neal motioned for Jasmine King to chair the after-auction committee. Second: Mary Martineau. Discussion: None. Motion passes unanimously
 - l) **Bylaws Committee:** Charles O'Neal reported that they went through some of the bylaws and got about halfway through them. They plan to finish going through them and have something to present to the board by the next RJF BOD meeting. The next ByLaws committee meeting will be on January 28, 2021 at 6:30pm.
 - m) **Pandemic Response and Education Committee:** Charles O'Neal reported that he and Kim Newcomer have been coming up with a re-opening plan that they would like to stage in tiers. The tiers would describe how they would want to function as a board and an essential business and how we would classify ourselves. They will continue working on this and coming up with ideas. The next meeting will be January 14, 2021 at 6:30pm.
- 11) Old Business
- a) Charles O'Neal reported we are still looking for a chair for the fair marketing and education committee so if anyone is interested, please reach out to both him and Robby Storton.
 - b) Mary Martineau shared the top four 2021 fair theme ideas which were: 50's Grease (would probably need a slogan with this one), The Golden Fair, Crusin' in the Country, and 50 Years of Fairs, Family and Fun. No other fair ideas were submitted so these four options were put to a vote. "50 Years of Fair, Family and Fun" was the most liked as it best represented the 50 years of the fair as well as the history of the fair and what it encompasses. Charles O'Neal motioned to make "50 Years of Fairs, Family and Fun" the 2021 fair theme. Second: Michelle Scott. Discussion: None. Motion passes unanimously

12) New Business: None

13) In closing, Charles O'Neal announced the next RJF meeting will be Monday, February 1st at 6:30pm.

14) Meeting Adjourned at 7:43 P.M. Motion/Second: Michelle Scott/ John Wolfe. Discussion: None. Motion passes unanimously.

Respectfully Submitted,

Michelle Scott
RJF Secretary

Proposed minutes to be approved at RJB BOD Meeting February 01, 2021