



Board of Directors- Minutes May 2, 2022

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

- 1) Called to Order by Curtis Martineau, President at 6:43 PM.
- 2) Flag Salute
- 3) Roll Call of Directors
 - a) **Directors Present:** Curtis Martineau, Travis Scott, Michelle Scott, Kristy Parker, Mary Martineau, Danielle Zurcher-Upson, John Wolfe, Morgan Nelson, Jasper Dilts, and Jacob Crosslin. Mandy Garner and Michael Audibert excused.
Members Present: Russ Christensen, Deb Huff, Trevor Herman, Gwen Crosslin, Athena Wolfe, Robert Wilson, and Cindi Ziegler.
Guest Present: Mason Brlan, Peightyn Brlan, and Celeste Brlan
- 4) President Curtis Martineau presented the agenda. A motion was made to approve the agenda for tonight's meeting. Motion/Second: John Wolfe/ Dani Zurcher-Upson. Discussion: None. Motion passes unanimously.
- 5) Secretary Michelle Scott presented the minutes for review from the February 7th meeting. A motion was made to approve the minutes as read. Motion/Second: Michelle Scott/ John Wolfe. Discussion: None. Kristy Parker abstained. Discussion: None. Motion passes with majority vote.
- 6) Treasurer Kristy Parker: Kristy Parker presented the April 2022 Treasurers report: Beginning balance on all accounts as of April 1st: \$52,296.44. General Checking beginning balance: \$24,927.51. Total Income: \$1,059.91. Total Expenses: \$3,762.04. Ending Balance for General Checking: \$19,864.66. Savings Account beginning balance: \$30,035.38 with \$0.14 Interest earned. Ending balance for Savings Account: \$30,035.52. Ending balance on all accounts as of April 30th: \$48,863.52. A motion was made to approve April's treasurers report: Motion/ Second: Jasper Dilts/ Mary Martineau. Discussion: None. Motion passes unanimously.
- 7) Open Forum – Russ Christensen asked if the BOD was aware of Bill AB 506 being that we are an organization that works with youth. Travis Scott mentioned that all 4-H club/project leaders do have to go through that training and fingerprinting. It was unclear about the rest of the volunteers who are not 4-H Club/Project leaders, so the BOD agreed to look further into the Bill.

Curtis Martineau shared that Kim Newcomer had reached out to him because she was informed by County 4-H that all food booths must have registered 4-H leaders with a food handler certification to run and be working the booth. Curtis asked if we have a blanket style insurance policy to cover the booths and those who work it. Kristy Parker said she needs to check our current insurance policy to confirm. She thinks the booths would need a name change and become "RJF Food Booths" and be in compliance with County requirements to be covered by our liability insurance. She will check into it to be sure. If that is the case, all food booths would need to be switched over, it couldn't just be one. It would need to be addressed as a whole. Ideas were introduced about having one food booth that all groups could work out of. More information to come from that. Kristy Parker motioned to create an Ad Hoc Food Booth Committee that would be

chaired by Vice President Travis Scott. Motion/Second: Kristy Parker/John Wolfe. Discussion: None. Motion passes unanimously.

- 8) Officer Reports
 - a) **President:** Curtis Martineau reported that Ralph Tuners funeral was held at the fairgrounds over the weekend, and they did a great job cleaning everything up. Sam with the Jack Pot, they did a great job cleaning up after as well. We had a great turn out at the Jack Pot, an estimated 500+ entries!
 - b) **Vice President:** Travis Scott reported he is working with the guy in charge of the fairgrounds to get little things fixed. They got the well and some valves fixed recently and will continue to work together on further maintenance.
 - c) **Secretary:** No Report
 - d) **Treasurer:** No Report.
 - e) **Fair Administrator:** Mary Martineau reported that her and Curtis Martineau went to the Farm Bureau Gala. They were able to invite a lot of people to the RJF who didn't know much about Ag. They displayed the new pig poster design and had a lot of great feedback on it and were able to handout some post cards with information about the RJF. They also got 6 new buyers' information to enter into the database. She suggested budgeting something for next year to include food from an animal raised to help promote the RJF and what we are all about.
 - f) **Fair Clerk:** No Report
 - g) **Board Members:** No Report
 - h) **Youth Directors:** No Report
 - i) **Livestock Superintendent:** Jacob Crosslin reported that he has been calling around to butcher shops to get people lined up for the RJF.
- 9) Standing Committee Reports
 - a) **Scholarship Committee:** Michelle Scott announced the committee had their last meeting at which they decided on scholarship amounts and the Memorial recipient. She will be requesting the BOD's approval on those decisions in a closed meeting after the RJF BOD meeting ends.
 - b) **Budget Committee:** Kristy Parker reported that we add a budget line for fairground clean up days to help cover food and drinks. Kristy Parker motioned that we make that budget for \$250. Motion/Second: Kristy Parker/ Mary Martineau. Discussion: None. Motion passes unanimously. Kristy Parker reported that she also revised the ShoWorks support package discussed at the last meeting. Travis Scott asked who was on the Ransom Brothers account. Kristy Parker said she needs to physically go into Ransoms to remove some old names and she can add all of the current BOD members to that account.
Kristy Parker also announced the approval of emergency funds for the Scholarship Committee for meals and expenses. Kristy Parker motioned to add a line item to cover Scholarship Committee expenses such as meals and plaques of \$300. Motion/Second: Kristy Parker/ Mary Martineau. Discussion: None. Motion passes unanimously.
 - c) **Auction Committee:** Athena Wolfe reported that she met with the committee and decided on individual meals to be served like last year. We will do pulled pork for the main entre. She need adult volunteers to help. She also mentioned possibly getting an ice truck with bag of ice that can also be sold during the fair. The extra funds raised could go back to the RJF. Tavis Scott mentioned the ice maker has been fixed and he thinks it will make plenty of ice to get us by during the fair and auction. Mary Martineau stated she will have a sign-up sheet on the RJF Office for adult volunteers, she can also send out a sign up genius to club leaders.
 - d) **Steering Committee:** Morgan Nelson reported at the last meeting they went over activities to do during the RJF. Also, what awards and games they will offer. Jasper Dilts announced their next meeting will be May 19th at 6:30pm
 - e) **Rules & Premiums Committee:** Mary Martineau reported that she adjusted the premium book and emailed it to the BOD to review. She stated they moved Rabbits to Saturday morning

so Debbie Leroy can help because of her poor health. Kristy Parker asked if the change is flexible for exhibitors showing multiple species. Mary said yes. The BOD was good with the change. Mary Martineau also reported that Kathryn Starr would like to offer a special donation via an add-on to the Carcass Contest winners in honor of Steve Tellum. It would be an exhibitor add-on so it would not affect the Premiums. She will just need to be informed who those winners are. Kristy Parker asked if it would be like a Memorial Winner type of award, and we would just be the facilitator handing it out? Mary asked if a donation letter could be written, and Kristy said yes.

Russ Christensen suggested on page 9 part 2 of the auction rules adding that they can register earlier. Mary stated that any pre-registration information can be found on the RJF website.

Kristy Parker suggested adding something in the Premium book about animals that have no destination established allowing the RJF BOD's to decide what is to be done with that animals so we don't get stuck with animals on the RJF grounds. Russ mentioned that when paperwork comes into the office, if that information is not listed it needs to go back to the buyer. Kristy suggested having a timeframe for when destination needs to be established. It was decided that buyers cannot change disposition status of purchased animals including barn sales after 8pm auction night. Barn sale paperwork must also be submitted by then. Mary will add that information into the Premium Book. A motion was made to approve the Premium Book with these changes. Motion/Second: Travis Scott/ John Wolfe. Discussion: None. Motion passes unanimously.

Kristy Parker also mentioned she would like information shared about the money being donated to our fair and how we are putting it back into the RJF in various ways. Mary Martineau said she can add it to the auction book.

- f) **Awards Committee:** Mary Martineau reported they are working on some new ideas for awards and will start ordering.

10) Ad-Hoc Committee Report

- a) **Chamber of Commerce Committee:** Curtis Martineau reported he has not heard from them, so he has no current report.
- b) **Parks Board Committee:** Same as Chamber report.
- c) **Construction & Grounds Development Committee:** John Wolfe reported he has telephone poles donated from his father-in-law and is waiting final approval from Water Board. Curtis Martineau mentioned he will figure out a time with John to pull out tarps before May 22nd to check for repairs and get them strung for the goat show. Cindi Ziegler asked if she needs to reach out to the CCC to see if they need to come out and help with tarps. She just needs a date if so. Curtis said yes, anytime after the 16th-19th of August. Travis Scott asked if she can find out if they can also come out within the next month to help with tarps. She said she will check.
- d) **Computer Committee:** Russ Christensen reported that he, Mary Martineau and Danielle Zurcher-Upson had a conference call with ShoWorks. They were able to go over some important information about improvements to the software. He also mentioned we may want to consider opening online bidding head of the auction so people can start bidding before the start time. Pre-bids will help establish price settings before the auction starts. Kristy Parker asked if we could open add-ons early as well. Russ said yes, we can do that at the same time after we get the auction order. Russ also mentioned some webinars are coming up this month about hybrid sales and auction tools. He will be attending that if others would like too as well. Russ also talked about broadcasting training and would like to know how to advertise it to those who may be interested. He said he could write an email and Michelle Scott offered to email it to clubs. He would like the first session to occur sometime in mid-May. Curtis Martineau mentioned he reached out to Tyson about PA Systems. A motion was able to approve \$2,500 with Curtis Martineau to have power to modify the amount if needed for the

purchase of a new PA system and accessories. Motion/Second: Kristy Parker/ John Wolfe.
Discussion: None. Motion passes unanimously.

- e) **Camping & Security Committee:** No Report
 - f) **Fair Marketing & Education Committee:** Deb Huff reported that she will be running the poster reveal in the newspaper the same week kids go out to canvas local business to put up smaller prints of the poster. She also had labels made to put on tumblers that could be sold at the RJF. She is also thinking of selling stickers as well. She also asked if the BOF can give her an idea of how many cases of water they think they made need ahead of time because last year Hague Water had to make numerous deliveries and they would like to cut that down this year.
 - g) **Pie Auction & BBQ Committee-** Athena Wolfe reported that the committee decide to serve pre-sale meals. She will get clubs tickets that they can start selling. Between the May and June time frame, they will get ticket sale information up on the RJF website. They will offer both individual meals and half meals. Ordering on site will also be offered but it will be cheaper to pre-order. They will need kid volunteers to help. Tri-Tip will be the main entre. Athena also mentioned they will be talking to the ROCC about using the covered area next door to the fairgrounds for the Pie Auction.
 - h) **Grants Committee-** Stacey Nelson is putting in for a grant for a tuff shed that they Steering Committee can work out of. She is currently writing up the grant, but it wouldn't happen for this year. Travis Scott said he will bring this idea to the Water District to ensure they approve. Mary Martineau stated it would replace the current FFA Food Booth that hasn't been used in years.
- After Auction Committee-** No Report

11) Old Business: None

12) New Business: Names were given for the Memorial Scholarship Award. Presented names are as follows: Steve Stipp, Steve Tillum, Ralph Turner, Gertie vanTol, and Patricia Wilson. Names collection will remain open if anyone else has more to add they can email the BOD.

Mary Martineau asked if we could move the July 4th BOD meeting to another date being that it falls on a holiday. It was agreed to move that meeting to June 27th.

In closing, Curtis Martineau announced the next RJF meeting is Monday, June 6th at 6:30pm in the Home Ec building.

Meeting Adjourned at 8:30 P.M. Motion/Second: John Wolfe/ Travis Scott. Discussion: None.
Motion passes unanimously.

Respectfully Submitted,

Michelle Scott
RJF Secretary

Minutes Approved at RJF BOD Meeting June 7th, 2022