



Board of Directors- Minutes February 6, 2023

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 6:30 PM.
- 2) Flag Salute
- 3) Roll Call of Directors
- a) **Directors Present:** Curtis Martineau, Travis Scott, Mary Martineau, Michael Audibert, Kristy Parker, Danielle Zurcher-Upson, Mandy Garner, Jacob Crosslin, Scott Weller, John Wolfe, Taytum Stanley, and Karlee Klemm
Members Present: Athena Wolfe, Stacey Nelson, Haddie Ingvaldstad, Casey and Jasmine King, Cindi Zeigler
Guests present: Frances Stromberg, John Franey, and Katie Nasco
- 4) President Curtis Martineau presented the agenda. A motion was made to approve the agenda. Motion/Second: Travis Scott/Dani Zurcher-Upson. Discussion: None. Motion passes unanimously.
- 5) Secretary Amanda Garner presented the minutes for review from the January meeting. A motion was made to approve the minutes. Motion/Second: Travis Scott/Scott Weller. Discussion: None. Motion passes unanimously.
- 6) Treasurer: Kristy Parker presented the January treasurer report. A motion was made to approve January's treasurer report with a beginning balance on all accts as of January 1st of \$34,770.56 and ending balance as of January 31st of \$75,041.01 Motion/Second: Kristy Parker/John Wolfe. Discussion: None. Motion passes unanimously.
- 7) Open Forum – Franny Stromberg presented a proposal for the RJF horse show (see handout) Mary asked if there was anything that would differ from last year's show. Per Franny-they would like to add in Ranch classes, for example: ranch/trail/gymkhana/barrels/polls. No date is set for horse show. Mary states she met with Franny prior to meeting and looked at last year's rules to come up with a new set of rules. However, they aren't set in stone. Stacey suggests Franny speaks with Christine Snyder for suggestions/ideas. She also suggests possibly adding other classes as well, like horse confirmation. John asks if there would be any interest in adding a trail in hand class. There was a question regarding what an egg & spoon class is and Franny explained it is a fun class for the kids. The the rider puts an egg on a spoon and has to try to keep the egg on a spoon while riding. It was asked if there was a possibility to make the horse show a different weekend from the fair, which is what they are trying to do. Mary states we can table the date of the horse show until premium book is being finalized. A motion was made by Mary to refer horse show to the premium book committee. Second: John Wolfe. Discussion: none. Motion passes unanimously.
- 8) Officer Reports
 - a) **President:** No Report
 - b) **Vice President:** Travis states he met with the lock smith and both doors to the office are now on the same key. Also states he will be talking with Fire House to get quote on pricing for replacing window in the office. He met with Steve (the plumber) and they walked to grounds and see how they can figure out where the leak is coming from, but said it would be challenging to find for him. He also looped in the RMWD. The company: Cable pipe and leak detection (CPL) uses a method to try and find the leak. The price

varies depending of it copper pipe or not. The prices quoted are as follows: \$350 for non-copper and \$450 copper for the first 2 hrs, then they add on an additional \$200/hr. A motion was made to approve \$650 for CPL to come find the leak. Motion/Second: Travis Scott/Kristy Parker. Discussion: none. Motion passes unanimously. Travis states he also got in contact with Stanley Backhoe to get quote on dirt for the grounds. He was quoted \$700/load, which includes spreading it (discounted price from Stanley Backhoe). States Curtis and himself moved the bleachers, locked up the tarp truck and ensured there were locks on all electrical panels. He got the left-over posters/shirts from Deb Huff as well, which is being kept locked up in the office. States he will put the keys in the office lock box.

- c) **Secretary:** No Report
- d) **Treasurer:** No Report
- e) **Fair Administrator:** Mary states the art contest has started. The rules for the art contest are on the website, as well as on the flyer that was emailed out and put on social media. Rules: needs to be on 8 x 11, regular paper and include the fair theme (any theme can be in color). It must be post marked by 3/28 or hand delivered to Mary at the April meeting. Any questions can be directed to herself. Also stated the banners have been ordered.
- f) **Fair Clerk:** No Report
- g) **Board Members:** No Report
- h) **Youth Directors:** No Report
- i) **Livestock Superintendent:** Jacob states he plans on ordering new ear tags and will be getting the list together of all the superintendents for each species. He will be also starting to contact the brand inspector, etc.

9) Standing Committee Reports

- a) **Scholarship Committee:** Travis states Michelle will be at the next meeting to report the panel of scholarship interviewers. Mary states RHS invited Michelle to announce the scholarship winners at their RHS scholarship night and are putting it on their agenda. Travis states he will let Michelle know as well. Travis inquires if next year, we can add or give some sort of reimbursement for eligible students who are going into the military.
- b) **Budget Committee:** Kristy reports she will add the approved \$650 for CPL, as well as will add on the approved pipe corrals on the budget, which were voted on last meeting. Mary asks if we could order the small scale, which has also been approved in the budget. The budget is set for \$2000. Mary states she will ask Cindi Zeigler about using her donation of \$1600 to put towards it as well. Kristy states she will add \$200 in the budget for out new board members (as far as getting board member shirts). Kristy also states if fair checks have not been deposited yet, they will be no good. There are also numerous scholarships that need to be claimed.
- c) **Auction Committee:** Mary states she talked with Kahoots and they are willing to sponsor the buyer's lunch again.
- d) **Steering Committee:** Karlee states at the last meeting, the discussed fair themes. Taytum announced the next meeting will be 2/16 @ 6:30pm in the Home Ec building. They are hoping more people will come and join the meeting.
- e) **Rules & Premiums Committee:** No report.
- f) **Awards Committee:** Mary states she spoke with Victoria about ideas for the awards. States they are looking at Sheraton Buckles to see if they have any good offers for us, as she has used them for other things and had a good experience.

10) Ad-Hoc Committee Report

- a) **Chamber of Commerce Committee:** No report.
- b) **Parks Board Committee:** Travis states the main concern is the water circuit and getting funding for it. States he hopes to get some money back/benefits us for the

fences, etc. He states we may possibly get some reimbursement for the payments that we made during covid, as we were the only ones paying our rent still. Travis also states we still need to come up with a pricing sheet for the RMWD to use our Home Ec building. It was announced that any 4-H food booths remaining will need to provide a key to the fairboard and RPRA for access if needed. It is a requirement. So need to have updated keys and codes, which will also be provided to RPRA.

- c) **Construction & Grounds Development Committee:** Curtis states Tree Keeper will be coming out to assess the rest of the trees on the grounds. The priority will be the fence line prior to repairing the fence. Travis asked Hurricane Fence for a new, re-assessed, quote and is still waiting to hear back. Kristy inquired about out tarps, as there were damaged ones needing to be repaired. Travis and John will have to investigate it again. Saturday is fairground clean-up day from 8am until noon or so. Travis states he printed the checklist of tasks to be done.
- d) **Computer Committee:** No report. Mary states Showworks has been paid, so we are good to use that.
- e) **Camping & Security Committee:** No report. John states wants to remind everyone to be diligent in locking up after use of the facilities.
- f) **Fair Marketing & Education Committee:** Mary passed out the chart of estimated costs for the posters and banners. States Denise Kelly is working with Maverick on them. Mary states she needs approval to pay the \$1500 to get working on them. A motion was made to pay \$1500 to get posters started. Motion/Second: Scott/Dani. Discussion: none. Motion passes unanimously. Kristy states need to do another motion to increase the budget for the posters/banners and possibly decrease the number of larger posters to 100 vs 150. A motion was made to increase the merchandising budget from \$2000 to \$4500 to cover cost of posters. Motion/Second: Kristy/John. Discussion: none. Motion passes unanimously. Mary states if anyone has any ideas to give to her or Curtis to take to the Farm Flower Expo, they have been invited again this year. They want to try and promote our fair. So if anyone has ideas to help promote our fair, reach out to either of them.
- g) **Pie Auction & BBQ Committee-** Curtis states the BBQ and Pie Auction will be June 4th and flyers will be made to spread the word.
- h) **Grants Committee-** Jacob states there were a couple of things that were needed for the grant we applied for, which were overlooked initially, so Gwen will be emailing or calling Kristy for the info needed.
- i) **After Auction Committee-** Mandy states she was able to get the list of people to send letters to from Jasmine and will working on getting the letter out asap.

11) Old Business:

a) **Rental Agreements/Fair Usage:** Kristy states she modified the rental agreement/Facility use contract. (see forms). Further discussion was made re: the forms and a few more modifications will be done, such as the following: Scott suggested adding a counter-signature, which will stop people from saying they didn't sign to it or do something. Mary asks about a cancelation policy for facility use (clubs/organizations). There were also suggestions to change the wording on the "consideration for facility use" portion of the Facility Use Contract, to add the word "minimum" for the number of participation at ground up clean-up days. It was also suggested to add the percentage required for group membership (25%). For the Pie Auction participation, it was suggested to add "facets of pie auction" vs just "pie auction participation. Travis suggested adding on the page numbers at the bottom of the contract as well. Kristy states she will make the changes to the contract. It was suggested we move forward with approval for the contracts. A motion was made to approve the contracts with the specified modifications. Motion/Second: Travis/ Michael. Discussion: none. Motion passes unanimously.

12)New Business: The April meeting will be on the 11th instead of the 3rd (as discussed previously) at 6:30pm.

In closing, Curtis Martineau announced the next RJF meeting will be on March 6th, 2023 at 6:30pm in the Home Ec building.

- a) Meeting Adjourned at 7:50 P.M. Motion/Second: Travis/John. Discussion: None. Motion passes unanimously.

Respectfully Submitted,

Amanda Garner
RJF Secretary

Minutes approved at RJB BOD Meeting March 6th, 2023.