

# **REGULAR MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD**

**January 30, 2013**

## **ROLL CALL**

Chairperson Abbott calls the meeting of the Plumas-Sierra County Fair Board of Directors to order at 4:02 p.m. in the Mineral Building at the Plumas-Sierra County Fair Grounds. Directors Abbott, Butterfield, Chance, Joyce, Neer, Olson, and West are present. Director Johnson is absent and excused. Director Viscarra is absent and unexcused. Fair Manager John Steffanic is present. Administrative Assistant Willo Vieira is present.

## **APPROVAL OF THE AGENDA**

Director Olson makes a motion to approve the agenda for January 30, 2013. Motion seconded by Director Butterfield, motion carried unanimously.

## **APPROVAL OF THE MINUTES**

### **October 24, 2012**

Motion is made by Director Butterfield to approve the minutes of the October 24, 2012 meeting with the amendment to change the announcements to read that the Sale Committee was "considering" moving their meeting night to the same night as the Fair Board meeting. Motion seconded by Director West. Motion carried unanimously.

## **EXCUSAL OF DIRECTOR ABSENCES**

Director Johnson called and was excused. Director Viscarra was absent and unexcused.

## **INTRODUCTION OF THE PUBLIC**

Laura Beaton of Feather River Publishing.

## **PUBLIC COMMENT**

Laura Beaton, Feather Publishing, was looking forward to obtaining fair information for the Visitor's Guide.

## **CORRESPONDENCE**

None

## **MANAGER'S REPORT**

Fair Update-

Fair Manager Steffanic was able to secure pig racing and pedal tractor pulls at the WFA convention. Bill the Magician and Swan Brothers' Circus are returning ground's acts for this year. Slim and Minnie, Dr. Solar, and the Science Wizard will also be returning. A band was hired at the convention that plays music from the 60's, 70's and 80's. They even change costumes for each decade. Feather River College will be hosting the Bull Rides. Vendor spaces are filling up at a normal pace and ice has been arranged for. The Carnival will be sending the presale tickets earlier this year. Last year we did better on sponsorships but we were down on general donations. PG&E will be giving us a major sponsorship this year.

#### East Quincy Services District -

The Fair had submitted an invoice to EQSD for the reimbursement of costs incurred for the lawns. They came back offering us half of the requested amount for the sod. The Fair in return asked for the full amount as EQSD said the project would not cost the Fair. They have agreed to send us the full amount.

#### Americana Festival-

The proposed date of September 14 will not work as the Quilt Show needs all of the Serpilio Hall and the Tulsa Building. New dates being considered are July 27 and August 31. This event is planned to help the Fair generate a stronger cash flow.

#### Agri Product Development-

The Fair has applied for a grant for specialty crops. This grant would allow us to build a facility that would have a commercial processing facility to enable local farmers to produce a value added crop. Part of the project takes the smaller range cattle barns and turns them into greenhouses. The operating concept would be a type of cooperative with local farmers and the facility (fair). The farmers and the facility will get shares of the profit. Wages for a manager are built into the \$600,000 grant. This could result in greater economic development, bolster agritourism in the area and create Fair sustainability. It could also bring in outside money to the county through sales of the value added products. CDFA is very excited about this project and is looking at it as a "poster child" for other fairs. Other grants would cover operating costs for the next few years.

#### WFA Convention-

The Western Fairs Association convention was very good. The Fair staff paid for all of their expenses. Manager Steffanic would like to see more participation from the Board when the convention is back in Reno in two years.

#### CDFA Allotment-

Fairs and Expositions will be dividing up a pot of money amongst the fairs. Our share will be approximately \$36,000.00. This money is contingent upon the filing of a STOP report which we have already submitted.

#### Mid Year Budget Review-

We are coming up short on projected revenue from grounds rentals by an estimated \$18,000.00. The \$36,000.00 from CDFA will be used to bring the Fair Fiscal Technician back up to a .8 employee. This will be approximately \$10,000.00. The County Auditor is double checking all of the figures presented to her. This would leave about \$26,000.00 as seed money for the Americana Festival if the Board of Supervisors approves the expenditures. We also need to put some money back into maintenance to provide for much needed repairs.

#### Fair U-

Removed from report.

#### Fairground Workday-

Manager Steffanic would like to expand it from just 4-H to include all service organizations in the two counties. It would be great if we could have 100 people in attendance. The tentative date of April 6<sup>th</sup> has been set. Danny Leonhardt and PG&E have offered to provide equipment for special projects.

#### Exhibit Guide Adjustments-

After attending a session on Updating Exhibit Guides at the WFA Convention, Manager Steffanic recommended that we change the Junior and Senior headings to read Youth and Adult in our Exhibit Guide to ease the confusion for exhibitors.

### **COMMITTEE REPORTS**

#### Finance Committee-

Chair, Director Butterfield gave the financial report. She did not have a chance to thoroughly review the finances.

#### Livestock Committee-

Director Butterfield reported that a mock sponsorship letter had been created. She would also like to see all checks sent through the foundation if possible. The Board entered into general discussion on the awarding of various high profile awards such as the buckles to sponsors.

#### Fair Foundation-

Director Olson and Manager Steffanic reported that elections have been held. The non-profit paperwork will be soon filed and then the Foundation will be operational. They will cover fundraising at their next meeting.

### **DIRECTOR'S REPORTS**

None

### **OLD BUSINESS**

#### A. Fair Theme

The Board reviewed the submitted entries from the public. Director Neer made a motion to accept "Plumas-Sierra County Fair Fun, Family, Friends" as the theme for the 2013 Plumas-Sierra County Fair. Director Butterfield seconded the motion and the motion was carried unanimously.

#### B. Stall Fees for Fair

Director Butterfield opened the discussion by presenting the verbiage for a possible flier outlining the cleaning of the stalls and the imposition of a fee if they were not left clean. Each exhibitor is responsible to clean their stall. After the discussion of various options for stall fees and the cleaning of the stalls Director Butterfield made a motion that a straight \$5.00 stall fee for any large animal entered will be charged and any stall not cleaned will be charged an additional \$15.00 cleaning fee. Manager Steffanic will be sending out to the Board a copy of how this will be presented in the Exhibit Guide.

### **NEW BUSINESS**

#### A. Camping Rates

Manager Steffanic reviewed where the Board discussion stood after the January Board meeting. He recommended that the rates be raised to \$140.00 for the Fair season. This

rate change would take place for the 2014 Fair. After more discussion Director Chance made a motion to raise the Fair season camping rates to \$140.00. Director Butterfield provided the second. Ayes: Abbott, Butterfield, Chance, Joyce, Olson, and West. Noes: Neer. Motion was carried.

**B. Roller Skating-**

Manager Steffanic reported that Mr. Bill Tiner would like to hold Skate Nights in the Serpilio Hall as a business venture. The Fair would receive 20% of the concessions and 50% of the admissions. The business would carry their own liability insurance. They would be in charge of garbage removal, sweeping and mopping the floor. The Fair will maintain the bathrooms.

**C. Livestock Weigh-in**

The final cut off date for the weigh-in of the sheep, goats and swine falls on the day after graduation. In the past, this has created problems for the participants in Sober Grad. It was decided to make this weigh in day on June 8, 2015. Manager Steffanic inquired of the Board if it would be permissible to allow exhibitors to weigh their livestock on a different date by appointment only. The Board felt that this would be allowed provided no one weighed in after the 60 day mandatory cut off.

**D. Elections**

Director Abbott offered to continue as Chairperson of the Fair Board. Director Chance also said that he could continue as Vice-Chairperson. Director Neer made a motion to continue with the current slate of officers. The motion was seconded by Director Joyce. Motion carried unanimously

**ANNOUNCEMENTS**

Ms. Vieira announced that she had been contacted by the veterinarian who inspected the fair livestock last year. The vet had expressed concern over the shortness of a few of the lamb's tails. Ms. Vieira explained that this is a style issue that affects the animal's health. This is covered in the State Rules. An effort will be made to educate the lamb exhibitors on tail length and why it is critical for the health of their animals that they choose lambs with obvious tails.

**Adjourn**

A motion to adjourn is made by Director Chance and seconded by Director Neer. Motion is carried unanimously. The Regular meeting of the Plumas-Sierra County Fair Board will be held on February 27, 2013 at 4:00 pm in the Mineral Building at the Plumas-Sierra County Fairgrounds. Meeting adjourned at 5:49 pm.

I, WILLO VIEIRA, DO HEREBY CERTIFY THAT THESE MINUTES OF THE JANUARY 30, 2013 MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD OF DIRECTORS ARE ACCURATE AS RECORDED.

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Willo Vieira  
Administrative Assistant

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John Steffanic  
Fair Manager

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Dr. Robert Abbott, Chairperson  
Plumas-Sierra County Fair Board