

REGULAR MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD

AUGUST 31, 2011

ROLL CALL

Chairperson Hughes calls the meeting of the Plumas-Sierra County Fair Board of Directors to order at 5:06 p.m. in the Mineral Building at the Plumas-Sierra County Fair Grounds. Directors Butterfield, Chance, Hughes, Johnson, Joyce, Neer, and Olson were are present. Directors Abbott, Goss, and Viscarra are absent and excused. Fair Manager John Steffanic is present. Administrative Assistant Willo Vieira is present.

APPROVAL OF THE AGENDA

Director Johnson makes a motion to approve the agenda for August 31, 2011. Motion seconded by Director Olson, motion carried unanimously.

APPROVAL OF THE MINUTES

July 27, 2011

Motion is made by Director Butterfield to approve the minutes of the July 27, 2011 meeting. Motion seconded by Director Neer. Motion carried unanimously.

INTRODUCTION OF THE PUBLIC

Judi Madden of American Valley Speedway and Madden Plumbing and Heating; Mona Hill of Feather River Publishing; Terry Swofford, Supervisor District 1; Lori Simpson, Supervisor District 4

PUBLIC COMMENT

Supervisor Swofford commented that vendors at the fair had expressed concern that there might not be a fair next year and he had assured them that there would be a fair in 2012. Supervisor Simpson reported that she felt the fair went well. Ms. Mona Hill relayed a comment from a visitor who said that it was nice to attend an old fashioned fair. Ms. Judi Madden reported that after the Timber Cup race the season would be finished.

CORRESPONDENCE

- A letter from the Western Fairs Association regarding rate changes was read to the Board.

MANAGER'S REPORT

Financial Report

Manager Steffanic presented the revenue and expenditure reports for the month of July. The budget figures were the ones based on a 90 day budget with the figures placed in by the CAO. The Board also discussed various line items on the proposed 2011/2012 fiscal year. Manager Steffanic informed the Board that revenue account number 43092 - Grounds Rentals, was overstated by \$24,000. This was done by the CAO in order to balance the budget. It was understood by all parties involved that the Fair would either need to increase the grounds rental revenues by \$24,000 or go before the Board of Supervisors to make up this amount.

Fair Wrap

Manager Steffanic presented a spreadsheet detailing the figures for daily admission, parking, carnival, exhibits, vendors, and concessions. The sheet also provided a comparison between last year's fair and this year's fair. It was noted that attendance for this year was up. Even though the concession numbers were down slightly from last year but their individual averages were up. Commercial exhibitor attendance in the Serpilio Hall was spotty due to no shows.

Carnival revenues were down this due in part to the 2 for 1 offering on Wednesday. The general public still does not understand the carnival opening at 4pm on Wednesday. Manager Steffanic raised the question of possibly going back to a 4 day Fair next year and the Board felt very firmly that it should stay a five day fair.

The handling of money went smoothly this year with gates and parking being balanced each night and the deposits were made nightly. The County Treasurer came in every afternoon and assisted Kathy Tedford with the front counter deposit which was also made daily.

The entertainment was the best mix we ever had. All of the entertainers worked together to promote each other. The Army Band played once again to a full audience. The kid's area was wonderful and well staffed. The church sponsored grandstand act had a good attendance. The rodeo stands were packed.

Still exhibits were up slightly this year. Not charging for entry fees in the Junior department lowered revenues slightly. The livestock area ran smoothly again this year with no complaints. The new system of manure removal went well. Camping in the livestock area needs to be discussed for both space/vehicle sizes and fees.

Director Hughes expressed concern over an animal slaughter that took place at the fairgrounds after the Fair. Manager Steffanic reported that the state inspector said that everything was done within the law as the animals were boarded at the fairgrounds.

The Board requested that camping fees, livestock pen rentals and slaughtering be placed on the next agenda.

Budget Update

Most of the budget update was covered in the financial report. Manager Steffanic reported that he would be starting his new hours and contract the next week. This contract will cut his pay by 50% and provide no benefits. Even though he is only getting paid for half time, Manager Steffanic considers the job a full time job and made sure that the Board had all of his contact information for both home and fair.

Manager Steffanic is looking for year round sponsors for the Fairgrounds. Director Hughes encouraged the Board to solicit sponsors for the Fair. The Directors requested a solicitation letter to aid in the recruitment of possible sponsors.

COMMITTEE REPORTS

No committee reports were given.

DIRECTOR'S REPORTS

Director Olson –

Director Olson expressed concern over the blank areas in the Serpilio Hall and suggested moving the scarecrows into those areas. The Home Arts area could have benefited from more props to fill in the area. Ms. Olson felt that we should make the Peeps feel more than welcome at the Fair. Overall she loved the Fair.

Director Chance –

Director Chance's highlight was a ride on the zipper with Supervisor Kennedy. He would like to see more sunscreen stations. He felt the Fair went well.

Director Johnson-

Director Johnson said that the livestock awards were presented to the winners. She has already started on the sponsor fliers for the 2012 Fair. Director Johnson is committing to getting more non-livestock entries and displays for next years fair.

Director Butterfield-

Director Butterfield loved the Senior Luncheon. She would like to see more hand sanitizers in and around the livestock barns. The barn tours fell flat as the livestock exhibitors on barn duty had done a great job of reaching the public. The 4-H/Ag Barn needs attention.

Director Neer-

Director Neer felt that things went well with no real complaints. The kid's area was a big hit with parents complaining that they could not get their kids to leave.

Director Joyce-

Director Joyce is looking forward to having his grand kids entering the Fair next year.

Director Hughes-

Director Hughes felt that things went well, but that we still had work to do. He also stated that people want to help the Fair as the Fair is a community tradition.

OLD BUSINESS

None was on the agenda

NEW BUSINESS

A. Committee Assignments

Chairperson Hughes presented possible areas of assistance to the Fair that each Board member could focus their energies. He would like feedback from the Board members on their assignments and would like them to take ownership of their areas. The Directors requested that the discussion be continued.

ANNOUNCEMENTS

Supervisor Simpson briefed the Board on a conference call with High Sierra Music Festival regarding their concerns over staff reductions. They are interested in exploring a fall fundraiser event for the Fairgrounds.

Adjourn

A motion to adjourn is made by Director Johnson and seconded by Director Chance Motion is carried unanimously. The Regular meeting of the Plumas-Sierra County Fair Board will be held on September 28, 2011 at 5:00 pm in the Mineral Building at the Plumas-Sierra County Fairgrounds. Meeting adjourned at 8:06 pm.

I, WILLO VIEIRA, DO HEREBY CERTIFY THAT THESE MINUTES OF THE AUGUST 31, 2011 MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD OF DIRECTORS ARE ACCURATE AS RECORDED.

Willo Vieira
Administrative Assistant

John Steffanic
Fair Manager

Howard Hughes, Chairperson
Plumas-Sierra County Fair Board