

## Morton County Fair Board Agenda

April 19, 2022

7:30 PM New Salem High School, New Salem

Call the meeting to order: Meeting called to order at 7:35 PM

### Roll Call of Directors

- Kristine
- Annie
- Shawn
- Josh
- Taylor
- Peggy
- Nathan
- Mark

### Associate Members

### Guests

- Mary
- Renee
- Wendy Bent

### Custodial Report

- Leaks – window, behind the urinal in the men’s bathroom, toilet leaking in the men’s, women’s toilet not working
- Mandan Rodeo – using the rodeo arena – not the 4<sup>th</sup> of July one but the smaller ones
  - Should we clean up the east side concession building and use it for something? – used as a beer garden right now
- Dairy Barn – issues with using panels – do we charge for the panels for when people use them? – do we want to make a storage system for them to keep them put nice? – hog panels are stored flat, sheep panels are standing against the wall – sales need to use them but should we be charging extra for them or just consider it included and renters can use them or not – current rental is \$100 a day for the barns – deposit with it and then put that toward panels if they are damaged, consider it like a cleaning deposit – then someone needs to check at the end of every time the panels are used – generally three sales – use horse panels at rodeo camp – probably six times a year the panels are used outside the county fair
- Bible Rodeo – charge for rental? – letter from Bible Rodeo – June 23 – 26, 2022 – 4 days instead of 5 – requesting a break in the rent for this year – cost would

be \$1475 for 2 outbuildings for four days – 3 days of the meeting room with kitchen, would like to use the campsites on the hill for the counselors

- Have you gotten paid on time lately – No, sent hours on April 1<sup>st</sup>, response that it would be out the next day and hasn't been sent out. As an employee, it's our duty to get you paid on time.

Additions/Approval of Agenda – Nathan moved, Kristine seconded – carries unanimously

4H Report – Renee – see attached report – tentative schedule for 4H

- Request to work together for stalling animals – earliest 4H kids come Wednesday with horses – stalling organization on Monday or Tuesday – need to keep barns separated by species

Secretary's Report

- March Meeting Minutes - Fix spelling of Sheyna
- Moved by Peggy, seconded by Kristine – carries unanimously

Treasurer's Report

- See attached report – county portion hasn't come in yet – Nathan will discuss with Dawn on Thursday
- Taylor Moves, Nathan seconds – carries unanimously
- Bank account – names of the people who have access
  - Bank would like to have a copy of the minutes an exact list of the names to remove and add as signers and for which numbers – Kristine does not have access to information yet because she hasn't been added yet – not sure why we have two separate accounts – Wendy, there was a second account created to act as a sweep account to better account for incoming and outgoing moneys – spoke with security first and an inactive member is still on the account – Shawn and Tracy are on the accounts – have not been updated since 2018 – have to take the minutes to the bank to have the changes made – must include who comes off and who stays on – need to update the address as well – will take the motion as new business

Bills to Pay -

Old Business

Committee Reports:

Amusement & Youth Activities

- no volleyball, cornhole on Friday instead of Thursday, will do the rock wall Sunday, sandbox with money, face painting, have the mechanical bull as well –

had a hard time getting Bounce Right Rentals a check, first check got lost, met Tracy for a hand delivery

#### Beer garden/Liquor

- no communication from Tracy on those changes – were supposed to be back by the March meeting, haven't seen any of the paperwork from Tracy, no report out shared – Fluffy Owl has not received an application

#### By Laws

- need to refresh policy document to reflect changes to bylaws

#### Camping

- fair staff – who wants a camping spot – email going out to board members to respond by April 30
- 20 amp spots along horse trail – will be removed from the website – the plug-ins to the horse barns blow breakers
- revamp the pricing – 20 Amp - \$80, 30 amp \$115, 50 amp \$150 – all for the duration of the fair – previous years were charged based on location instead of the amps
- some issues with space so will limit sizes for certain locations
- arrival Sunday, July 31 but electrical access doesn't start until Wednesday at noon – if they want early access it's \$15 a night
- Kristine moves price changes listed above, Nathan seconds, carries unanimously

#### Capital Improvements

- Mark – water project – see attached estimate and map
  - There is a meter in the concession building
  - Rough layout and rough estimate
  - City engineer has some concerns about putting the line in and whether or not the city wants the line – our proposal is for this to be up to city standards – city's line up to the curb stop, then it is the private owner's because it is coming off the city line – need approval from the city and go back to the park board – getting closer to the golf course for future development projects
  - Get appropriation guarantees, get approvals, get a set of plans
  - Line coming off the Golden West – the line has been located, comes in from Golden West and goes to two hydrants – would benefit people to loop that through – could go from that line and not have to come in under the highway – the line behind Golden West comes in off the same line we would tie into in the first proposal – first proposal is most likely to work – wouldn't have to bore with the second proposal but the line is about 200 feet longer

- Mark – land to the north of the fair
  - Wade Bachmeier and his partners are interested in working with the MCFA to sell 8-10 acres
  - MCFA will be able to lease the land for parking for the 2022 fair
  - Have permission from Park Board and Wade to put an approach in off cow road at the bottom of the land for fair use – will go back to Park Board for final approval
  - Will need to purchase a culvert
  - Will need to get a definite cost for leasing this year
  - Park and pass instead of paying in their vehicles
  - They would like a commitment to negotiate land purchase
    - Melanie moves authority to the committee to pursue the lease/sale of the 10 acres or so, Annie seconds, carries unanimously
- Peggy – buildings and other things
  - Estimates for hoop barns, replace air conditioner and seal, fix leaks in ceiling and fix concession – one for \$10,000 and one for \$12,000 – new leaks could make those numbers go up – estimates also included resealing and fixing the doors
  - Large scale - \$2,059
  - Small animal - \$1,600
  - Third would be \$2,900
  - Self-contained unit with doors and bars for all species - \$5-7,000
  - Bleachers – 5 seaters around \$6-7,000 a piece
- Barry – electrical estimate
- Mark moves and Kristine seconds allowing committee to present water, electrical, building, scale and bleacher projects to the County Commission, carries unanimously

#### Country Fest

- No one has heard anything on the contract

#### Facility Maintenance

- covered by Mary

#### Fair Dinner

- free dinner will happen

#### Gate & Parking

- finalize lease with Wade and talk to county about the approach

#### Music & Small Acts

- Band that may be booked for Friday but no news on anything

## Public Relations/Advertising

- extending the deadline for the book and sponsorships to April 29, extending deadline for board to add to the book to May 15
- Has the Farm Bureau check come in yet? – will double check

## Rodeo

- nothing to report

## Power Pull

- on the board, waiting on the contract, calling on equipment

## Competitive Exhibits – proposing premium changes for all static and livestock

- Purple \$25
- 1<sup>st</sup> – \$15
- 2<sup>nd</sup> – \$12
- 3<sup>rd</sup> – \$10
- 4<sup>th</sup> – \$8
- Payouts for champion supremes – still under nearby county fairs
  - Poultry and rabbits – Champ \$150, Reserve \$75
  - Horses, Dairy, Swine, Sheep, Goats – Champ \$300, Reserve \$150
  - Beef – Champ \$500, Reserve \$250
- Taylor would like to add some sheep classes
- FFA premiums haven't changed in 20 years
  - Intention of the committee is for these premiums to be for all entries including FFA
- Still under \$10,000
- Motion to approve premium changes as presented, Nathan moves, Peggy seconds – carries unanimously
- Peggy would like permission to try to add riding events to the open horse show on Saturday – at least two more events with tack awards
  - Nathan moves for two additional riding classes and awards proposal at the next meeting, Kristine seconds, carries unanimously

## Commercial Exhibits & Concessions

- Deadline extended to April 21

## Buckle/Awards

- Buckles will cost \$135 each – sponsorship buckles to cover that
- Ordering ribbons and medals as well – include FFA ribbons

## Security

- Annie has security contract for signature – good to go

#### New Business:

- Morton Co Annual Fair Board Audit – Wendy Bent
  - Concerns regarding the operation of a board member including
    - Fiduciary concerns with checking account and a breach exists with a nonmember having access to the funds
    - Assistant treasurer has zero access to the funds when the treasurer is off site
      - Significant concern for an audit
    - Lack of access to information and resources to board members to do the work the board is tasked to do
    - Unresponsive to communications – major pieces and parts of those committees are not being communicated
    - Prohibiting board members from accomplishing duties
      - Facebook access – all board members have to have access
      - Everyone had access at one time, it was changed recently
    - Committee meetings not being made public, people not being allowed to attend meetings
  - Large portion of the money coming is taxpayer money – fiduciary responsibility which brings along with it a requirement for a public meeting
    - Unnoticed meetings can bring involvement from the attorney general
  - Regular attendance by the board members
  - Melanie moves to cast a ballot to remove Tracy Boehm from the Morton County Board, Peggy seconds
    - Nathan moves it to be a written ballot
    - As a board to have just cause, findings and facts, what is the basis?
      - Wendy starts with the code of conduct, page 15 of the policy manual
      - Page 35 of the manual – shall replace a director – second item of removal from the board
    - Amend the motion to include the references to page 15 and page 35 of the policy manual
    - Favor of the amendments – carries unanimously
    - Written Ballot – 6 yes, 2 no motion passes
  - Committee chairs – one person needs to be the chair – clear cut
    - Each committee should be designating
      - Amusement and Youth – Melanie
      - Beer Garden – Peggy adding self, Nathan chair
      - By laws – drop committee

- Buckles – Peggy
- Camping – Peggy added, Wayne will help, Peggy chair
- Capital Improvements – Mark
- Commercial exhibits/Concessions – Melanie
- Competitive events – Kristine
- Country Fest – Peggy
- Facility Maintenance – Barry
- Fair Dinner – Nathan
- Gate/Parking – Annie
- Music and Small Events – Peggy and Melanie added, Melanie
- Power Pull – Mark added, Taylor chair
- Public Relations - Kristine
- Rodeo – Barry
- Security – Taylor
- Nathan moves to appoint Kristine interim treasurer until we hire an accountant, Melanie seconds – carries unanimously
- Bank access – Nathan moves to remove Tracy Boehm and Karla Miekle from all Morton County Fair bank accounts and add Kristine Koeplin to all bank accounts, Josh seconds
  - Should we have one more person, add the secretary on the account as well? Shawn was added to the account to pay the treasurer to be able to pay the treasurer. We don't know when the accountant will be hired.
  - Nathan amends motion to add the secretary to the account. Melanie this year, seconded by Josh, carries unanimously
- Main motion to remove Tracy Boehm and Karla Meikle and add Kristine Koeplin and Melanie Gaebe to all Morton County Fair bank accounts, carries unanimously
- Wendy Bent will communicate with Tracy and have Tracy return all Fair Board information and records within 24 hours
- Fair Board Communication – covered in the above
- Keys and locks on buildings – key box in the office so everyone has access to the keys
- Facebook posting – Kristine will put everyone back on Facebook as admins
- Civic Club – do we want to do concessions during the derby - no
- BisMan Super Grant – bring back ideas to May meeting for super grant
- WRT Phone Line – Peggy report, Account access – extra \$15 to put in a phone line for messages – sent a form to remove everyone currently and who will be put on – send minutes with it

- Motion to remove everyone on the current WRT account and add Shawn Feiring and Peggy Brandt and Kristine Koeplin and add the phone line for \$15 a month, Seconded by Nathan, carries unanimously
- Rodeo Bible Camp – How much will we charge them – Nathan moves \$1000 for Bible Camp, seconded by Annie, carries unanimously
  - Why was their deposit still on file from last year?
- Inventory – work night in May to inventory the Fair Grounds – towards end of the month – Pick a day at the next meeting
- Grant opportunity – Peggy – revisit at next meeting

Roll Call Votes

Kristine	Y	Y
Mark	Y	Y
Annie	Y	Y
Nathan	Y	Y
Josh	Y	Y
Taylor	Y	Y
Peggy	Y	Y
Melanie	Y	Y

Next Meeting: May 17 2022, 7:00 PM Morton County Fair Grounds, New Salem – Annie will do minutes

Adjournment: Moved by Peggy, seconded by Kristine to adjourn at 10:36

*Melanie Gaebel*

May 21, 2022