

NAVAJO COUNTY FAIR, Inc. BOARD OF DIRECTORS
Minutes July 08, 2009

Board Members in Attendance: Rusty DeSpain, Kelly Favro, Lori Reynolds, Mike Sample, Don Fischer, Allen Mitchell, Sara Hansen, Anna Amos, Jimmy Crosby, Wendell DeCross, Tim Kelley
Staff in Attendance: Mina Henning, Laura Brooks
Guests: Linda Kor, Jessi Muha, Mike Meeks, Darcey McKee, Mark Reynolds
Excused Board Members: Redgie Justman, Mike Mellor, Alberto Peshlakai
Unexcused Board Members: Wes DeSpain

1. **Call to Order:** Rusty called the meeting to order at 7:05 p.m.
2. **Approval of Minutes** – Regular Meeting June 10, 2009 – Lori made a motion to accept the minutes as presented. Anna seconded. Motion carried.
3. **Call to the Public:** Mark Reynolds stated that Sherriff Clark sends his support of the fair. Bob Sutton is in charge of Special Services and will be organizing security for the fair.
4. **Rodeo Queen Update:** Jessi Muha reported that she attended the 4th of July events in Show Low, Springerville, and Snowflake. They will be attending the Payson rodeo and Pioneer Days rodeo. Mina reported that the queens are doing a good job. Jessi is in the lead for the All-Around queen buckle.
5. **President's Report:**
 - a. **Facility Requests:**
 - i. **Leslie Williams with Rafter W Roping Productions** is requesting the use of the arena, restrooms, grandstands, concession stand, stalls and beer stand for a team roping to be held on July 18, 2009. The board had lots of questions in regards to this event. Don made the motion to table this event until later when Leslie would be present. Wendell seconded. Motion carried.

This month will start the department heads meetings (Fairgrounds Committee). Laura will contact the Board of Supervisors' secretary and schedule meetings every other Monday. The board is welcome to attend. Calvin is back working here for a couple of days a week. If anyone has any projects, please get them turned in to Laura. Mina will work on getting two doors donated. There was an Old West Days meeting. The activity at the fairgrounds will be kept to a minimum. We will have a cost of \$150 to open the Cantina for insurance. Jimmy inquired this was the lowest cost insurance. Rusty contacted the county about our insurance and he is reviewing our policy to make sure we are only paying for what is necessary. It was requested that Facility Rental Rates be placed back on the agenda for next month. Ronnie Braswell has resigned from the Ranch Horse Competition. There is an open invitation to board members to head the Ranch Horse Competition. The board would hate to see this event not happen. The trophy saddle and cattle are the hardest things to get. Contact Rusty or Kelly if you are interested. There was a request from Community Counseling Center for a reduced rate stall. The board would like for them to attend the next meeting to answer their questions.

6. **Event Director's Report:** Everything is moving along. Sponsors are slow. Tuesday Mina will be picking up two pallets of fair books. Matthew with the Tribune would like to insert the fair book into the Tribune. We could possibly insert 4,000 and have 3,000 to distribute to chapter houses and chambers. Mina presented the board with a proposal for advertising. Proposal included \$600 for Petracom (remote), \$200 for KINO, \$200 for KNNB, \$200 for KTNN, \$200 for QCountry, \$600 for Power 95 (remote), Placemats for \$750.56, Tribune insert for \$300 - \$350 and Posters for \$250. Total advertising proposal was \$3,351. Rusty stated that Cable One had been approved prior. Wendell asked what we pay the radio stations for. We pay for air time for 60 – 80 ads. The live remotes are 2 hours. KINO we receive over 100 ads for (\$200 trade on arena sign). Rusty asked is this was the total advertising budget for the fair. Yes, except for the \$1,500 for the fair

book and \$320 for Cable One. Wendell made a motion to accept the advertising proposal for \$3,351. Tim seconded. Motion carried.

7. **Secretary/Accountant's:** Mike Sample made a motion to approve renewing our membership with the Pinetop-Lakeside Chamber of Commerce for \$90. Jimmy seconded. Motion carried.

a. **Expenditures** – Wendell made a motion to accept the expenditures as presented. Kelly seconded. Motion carried.

8. New Business

a. **Navajo County Health Department** – Mike Meeks with the Navajo County Tobacco Education and Prevention Program discussed the Smoke Free Arizona Law. He stated that even though the Fairgrounds are considered an open air space there is no smoking allowed within 20 feet of all buildings and enclosed food vendors. He would like to see the fair board designate smoking areas. The fair board was provided with a packet of information on the Smoke Free Arizona Law. Rusty asked if there were any complaints from last year. There were no official complaints, however Mike himself noticed violations. Signs must be posted on all buildings. The health department is willing to do whatever they can to help the fair grounds. Wendell asked why it was 20 feet. Mike reported that the 20 feet was based on studies. Lori inquired about the grandstands and the carnival area. They are considered open air, but the board can decide not to allow smoking there. Mike Sample asked about the Cantina and the porch on the Cantina. A building is considered anything with three walls and a roof. Cigarette receptacles must also be twenty feet away from any building. Rusty would like to see the board give administration the authority to work on getting us in compliance and to exclude smoking in all areas except designated smoking areas. Tim suggested one on the south end and one on the north end. Rusty stated Disneyland has only one smoking area. They would like to add the carnival and an area north of the grandstands to smoking areas. Mike Sample made a motion to give the authority to administration to work with the Health Department on compliance. Jimmy seconded. Motion carried.

9. Old Business:

a. **Old West Days** – As Old West Days gets closer, we will have more details.

b. 2009 Fair –

- i. **Cindy Tafoya, Jr Miss Pageant** – She submitted a budget for the board's approval. She will have a workshop two weeks prior to the fair with a luncheon. Rusty stated that she is part of the fair and she has access to the office. All purchasing should go through Laura. Cindy asked about getting the 4-H building cleaned for a dressing room. Mina will work with Cindy on a dressing room. The board requested that Cindy meet with Laura and Mina and redo the budget and present one at the next board meeting.
- ii. **Mike Sample, Vendors** – We have a few food vendors in. Those who were here last year have preference. Mike will allow same type of vendors (i.e. BBQ) as long as the menu is different. We still need commercial vendors. Mike would like to see more commercial vendors selling items. Rusty asked if letters had been sent to last year's vendors. They have not. We have received many compliments on our commercial building. We need to get it full. Wendell has ideas and will get with Mike.
- iii. **Kelly, Little Buckaroo/Ranch Rodeo** – Little Buckaroo is totally sponsored. The Ranch Rodeo has 3 buckles sold. Mark is working on cattle.
- iv. **Sara Hansen, Open Class Livestock/Horse Achievement** – All is good with open class livestock. Horse Achievement would like the Cantina on Saturday the 12th from 9 a.m. to 5 p.m. There are 50 eligible contestants. They have a \$300 budget for ribbons and would like to place to 6th place. They will receive sponsors for any ribbon cost over \$300. They will need \$650 for judges. That is a total budget of \$950. All buckles and prizes will be donated/sponsored. They will also need one room on Friday night for the judge. The Livestock judge will also need a room. Rusty recommended passing the Horse Achievement

budget for \$1,000 with the addition of 1 hotel room either sponsored or paid. Mike Sample made a motion to approve the Horse Achievement budget for \$1,000 and a hotel room. Kelly seconded. Motion carried.

- v. **Tim Kelley** - Tim stated that the sound system has been taken care of. Tim requested that a sponsor list be posted so that they are not hit twice. If any equipment is needed, just ask.
- vi. **Lori, Cantina** – The motor has still not arrived for the walk-in. She spoke with Calvin about the beer booth addition to the cantina. Budweiser is sponsoring the same that they did last year. No word from Nackard/Pepsi as of yet.
- vii. **Rusty** – There is a rodeo meeting on the 15th at 7 p.m.
- viii. **Mina** – All the entertainment is set. Still working on something for the south end. All equipment is on hold and ready to go. Still working on sponsors and supplies.
- ix. **Alberto (via Mina)** – he has sent letters to the Chapter Houses and has some small sponsors.
- x. **Mike Mellor** – Everything is going good with Opening Ceremonies.
- xi. **Anna** – Working on sponsors. Has sold a Ranch Rodeo buckle and a couple of arena signs.
- xii. **Jimmy** – Jr. Livestock is requesting a hotel room for the judge.
- xiii. **Don** – All is good with the signs.

Livestock and 4-H will be receiving the same wristbands as the “day” colors this year. Less confusion for security. Board members need to remember to get their “Hard Pass” lists into the office early. These passes are for those who will be attending all 5 days. They need to be either full access or area specific. The rodeo passes are good for the back gate only and only good on Friday and Saturday. All board members and their family should have hard passes.

Return to Facility Request – Leslie Williams telephonically – Leslie was okay with no concession or beer sales and just needs Jose to do arena prep. Jimmy made a motion to approve the event with no concessions or beer sales and no alcohol allowed on site for a fee of \$500 plus a \$200 security deposit. Anna seconded. Motion carried. Mina will be attending as well as Tim and Mike Sample.

10. Executive Session: None

11. Post Executive Session: None

12. Upcoming Meetings: July 22, 2009; August 5, 12, 19 and 26

13. Adjournment: Sara made a motion to adjourn at 9:41 p.m. Anna seconded. Motion carried.