

NAVAJO COUNTY FAIR, Inc. BOARD OF DIRECTORS
Minutes May 14, 2008

Board Members in Attendance: Rusty DeSpain, Redgie Justman, Joni Gillespie, Tim Kelley, Kenny Larson, Lori Reynolds, Jamie Chapman, Don Fischer
Staff in Attendance: Laura Brooks, Mina Henning
Guests: Linda Kor, Laurie Farr, Kent Darris, Jose Villarreal
Excused Board Members: Lonnie Sherwood, Kelly Favro, Mike Sample, Wes DeSpain
Unexcused Board Members: Edna Dashner, Marlene Spencer, Sara Hansen

1. **Call to Order:** Rusty DeSpain called the meeting to order at 7:10 p.m.
2. **Approval of Minutes from April 9, 2008:** Kenny made a motion to approve the minutes as presented. Redgie seconded. Motion carried.
3. **Call to the Public:** None.
4. **Rodeo Queen Update:** Laurie Farr reported that the queens had been to Globe and were gearing up for the Miss Arizona Pageant this weekend in Payson. Mina reported that in order to belong to the booster club it will cost \$150. Miss Rodeo Arizona will attend our Fair and Rodeo as long as we are a member of the booster club. Kenny made a motion to join the Miss Rodeo Arizona booster club. Jamie seconded. Motion carried.
5. **President's Report:**
 - A. **ATM Machine:** Rusty would like the board's direction as to what to do. We have vendors but have not found any that will give a percentage back to us. Most money pulled out of an ATM is spent at that location. Don wanted to know if there was any cost to us. Rusty stated that all we needed to supply them with is 110 power. Joni stated that the electrical cost should be offset by the cash spent. Lori said that if we have ATM machines on site then we will not need a debit machine in the Cantina. Kenny made a motion to bring in the ATMs. Don seconded. Motion carried.
 - B. **Governor's Fund** – Rusty read a portion of an article from the May 14 Holbrook Tribune News and emphasized that part of what was discussed also included the Governor's Fund for 2008 being cut. Mina returned from the Arizona Fair Association meeting stating that there will be no more money for 2008 and probably not any in 2009 either. Rusty is disappointed in the AFA for not being on top of this. Not all of the fairs were cut for 2008. We received our 2008 funding in September 2007. Some of the spring fairs are the ones that did not receive their funding. Rusty has been in contact with the Board of Supervisors and County Manager in regards to these budget cuts. Yes, the 2008 funding has been stopped, but it does not mean anything yet for 2009. Although there is a \$2 million deficit in the state's budget for 2009. This budget cut will not affect the larger fairs as much as it will the smaller ones like us and Apache County. Rusty wants to draw a letter regarding our support and need of those funds. We are already relying on the 2009 funding that we should receive in September 2008. If it is truly going to be cut for 2009, we will need to find another source(s) for the \$20,000. This year's fair will happen with or without the Governor's Fund money. We do need to rely on NOT receiving the money. This year is not as critical until after the fair. Rusty would like the support of the Board in writing a letter to the AFA and state Senators regarding our concern. Joni made a motion to write a letter. Kenny seconded. Motion carried.
 - C. **Facility Requests** – 1. Mrs. Tafoya with the Cinderella Pageant is requesting the use of the stage area during evenings and weekends. She would like to use it when no one else is using it to prepare the girls for performing on a stage. She would work around the schedule already in place at the fairgrounds. Jose said they were probably not going to start paving until July. Redgie made a motion to approve the facility request at no charge. Jamie seconded. Motion carried. 2. Jeff Schalau with the University of Arizona Cooperative Extension would like to use the Open Class Building on May 30, 2008 from 8 a.m. to 5 p.m. for an Agricultural Pesticide Applicator Training and Testing. He would also like the use of the tables and chairs. Jamie made a motion to approve the request at no charge. Kenny seconded. Motion carried. 3. The Friends of the Holbrook Public Library is requesting the use of the grounds

September 26 through the 28 for their Third Annual Medieval Fantasy Faire. Redgie made a motion to approve the request at no charge. Jamie seconded. Motion carried.

- D. **Stalls** – moved to New Business with item number 8A.
- E. **Improvements** – The new first step and hand rail on the grandstands is almost complete. The rabbits and poultry room is almost completed. Both should be done by next week. Kenny is working on the window for the new box office. It will have three transaction windows. The pig barn is at grade. The pipe has been purchased for less than we thought. The posts are being put in. Most Saturdays are work days starting at 6 a.m. and lasting until 12 p.m. or 6 p.m. Rusty can line out projects on Saturdays so that people can work any day that they choose. The conduit is fixing to be laid in the carnival area and we need someone to read the plans to Jose. We need to spread all the projects out so that one person is not doing all the jobs. The poles for the sign at the entrance are in thanks to Don and Tim.
- F. **Personnel** – Laura and Mina will officially be here one year on July 1. Rusty recommends a 2% pay increase, cost of living raise for fiscal year 2009. Joni made a motion to approve 2% raises for both employees. Jamie seconded. Motion carried.

6. **Event Director Report:**

- A. **Cable One Advertising** – The radio budget for last year was \$2,500. Mina has received pricing from Cable One for running commercials. They cannot sponsor any event but they are able to place us in a category that gets us half off. There would be two different commercials that run, one running the last two weeks of August and one running the first two weeks of September. There are two different tiers of stations to pick from. Depending on the stations that we choose, we will receive anywhere between 110 and 140 commercials for the month. Tate's Auto Center sponsored \$1,500 for a live remote last year. If you spend \$1,500 on Cable One, it will only leave \$1,000 for radio and print advertisements. Prime times are more expensive. They would be able to use the fair footage that we already have but they would need the master copy. Rusty would like to see a proposed budget for radio, newspaper, etc and see where it fits in a total advertising budget. Our ads currently start running two weeks before the fair and Rusty would like for it to stay that way. Lori and Don agree with seeing a total advertising budget. Lori made a motion to table until the next meeting and have a total advertising budget presented. Joni seconded. Motion carried.

7. **Secretary/Treasurer Report:** Laura attended the USDA Rural Development meeting on May 1 in Winslow. They have lots of categories that you can apply for funding for, but they are mostly loans. Most grants are issued on top of a loan. The liquor license has been renewed and is now good until May 31, 2009.

- A. **Expenditures:** Kenny made a motion to approve the expenditures as presented. Jamie seconded. Motion carried.

8. **New Business:**

- A. **Councilmember Darris** – Councilmember Darris reported that the fair board is missing the boat on stall handling. Since most barrel racers spend 2 nights here we should impose a \$20 per night stall fee, with no tie-ups allowed. If they decide to bring their own pens, they still need to pay the \$20 per night fee. That is the way it is everywhere else. If we charge the stall fees we do not have to charge an arena fee. He also stated that we need to clean up the stalls and be humane about the stall rental area. Rusty stated that we have made administrative changes and are working on getting the area cleaned up. He also stated that Laura is being paid a considerable amount to take care of the stalls and taking the renters to court. Anyone who owes any back amount will be paid in full or they will be evicted and we will take them to court. We are instituting a zero tolerance policy for late payments and stall cleaning. We consistently bring in about \$1,000 per month in monthly stall rent fees. Rusty was ready to give up and remove the monthly renters, but Laura pointed out the benefits that are there. Don stated that we are going in the right direction. Kenny asked that Councilmember Darris have a little patience because we are working on it. Jose is working on moving his workshop to make way for the tractor pull area. Rusty would like to get some pricing for some non see thru fencing for our material storage area.

- B. **North Parking Lot/4-H Parking** – Rusty wanted to know the board’s thoughts on how to handle the north parking lot and 4-H parking. The board decided to run security fencing around the current 4-H parking area and install a walk-thru gate on the southwest side to direct all persons to the north ticket booth.
- C. **Young’s Corral Sponsorship** - This item was discussed last month. We proposed to Young’s Corral that we would move the rodeo dance to their location and help fund the event. Jack has agreed to host the event and hire a band if we cut his sponsorship by \$200. He would still be a sponsor and the host bar. Don made a motion to approve. Tim seconded. Motion carried.

9. **Old Business:** None.

10. **Executive Session:** None

11. **Post Executive Session:** None

12. **Next Meeting – May 14, 2008**

13. **Adjournment:** Don made a motion to adjourn at 8:58 p.m. Tim seconded. Motion carried.