



Event Center on the Beach
Curry County Fairgrounds
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PUBLIC MEETING MINUTES - FAIR BOARD MEETING
TUESDAY, October 3rd, 2023

Start: 5:30 pm

- Attendance
 - Bob Chibante, Trista Donaldson, Monica Thompson, and Katie Hensley
 - Other: Chris Brose, Becky Schafer, Master Gardeners "2 people", Ida & Tim Swank
- Approval of Agenda:
 - Motion to approve as amended, removing OSU Door and Capital Improvement Plan: Monica; Second: Trista; all approved.
- Approval of Minutes 9.5.23
 - Motion to approve: Katie; Second: Monica; all approved.
- Audience Input:
 - N/A
- Liaison Report:
- Bob gave an update from when he spoke to Jay. Boc is wanting a workshop to discuss and understand ORS and TLT.
- Superintendent Reports
 - Becky presented a request to order for more grids to use during fair. Request is for 20 panels/10 bases/4 triangular bases from Uline approximately \$2152 and to order miscellaneous hangers from Amazon for \$122.72. Chris will get updated prices with shipping and budget allocation to present for the next meeting for approval.
- Civil West: RV Park/Arena
 - Went over the cultured stone brochure that Spirit wanted to get out and get an idea of the board's top 3. Results are the as follows: 3 #1's and 1 #2 for "Lake Tahoe River Rock" as the favorite pick. RFP for Barn demolition was written by Spirit at no charge and motion was made to post RFP: Monica; Second: Katie; all approved.
- Manager Report
 - Financial updates with TLT report Ending 4h quarter June 2023, A/P Check register for the month of September and Budget totals ending June 2023.
 - Grounds Update with a slide show, showing current electrical and water problems and that OSU HVAC has been installed.
 - Fire Update: They were here for 58 days and was charged \$289,374.00 for the ground use.
 - Convention Update: Trista and Chris leave Thursday for OFA and in November for IAFE conferences. Chris got a registration grant for IAFE and \$419 was refunded for the registration fee. Chris was able to get a sponsorship for Oregon Festivals & Events Association for \$200.00
 - Trick or Treat: Everything is good and so far, 9 people have signed up.
 - Holiday Bazaar: Everything is good and so far, 38 spaces have approximately 55 spaces.
 - Christmas Light Parade: Parade is good to go Santa has been secured and tree donation letter has been given to South Coast Lumber. Also let the board know that we won't be able to do a float for the parade and Chris has put out there for a rotational community partnership to host Santa on their float.

- Fair 2024: Asked for an entertainment budget to be approved, so when attending the conventions that we're able to book on the spot. The board would like Eagles band and DTP to be added to the fair. Motion was made to make the Entertainment budget of 62K and the equipment rental for 10k; Katie; seconded by Trista; all approved
- Open class judges with be split according to the % number of entries not in half.
- Comedy: was presented with a spreadsheet showing the P&L of last comedy night, showing a profit of \$31.72. The board agreed to cancel these shows and will work together to find different events.
- Old Business:
 - Master Gardner's Ground Lease: Still waiting for county counsel to approve agreement. Julie will send him an email asking for completion. They are on a time-sensitive budget and need to continue moving forward.
- New Business
 - Grant Writer: Bob presented a proposal for Rual Roots for hiring them as a grant writer. Chris will put out there for more proposals for comparison for the next board meeting.
 - Maintenance Position: Bob presented a payroll spreadsheet showing current payroll numbers and proposed payroll. Current payroll with "Full time manager, part time office assistant, and 2 part time maintenance" is at \$162,952.00 and proposed with "Full time manager, part time office and full-time maintenance" would be \$186,532.00. Our current budgeted payroll is \$175,470.00. Motion was made to hire a full-time maintenance at range c step 1 "20.18 hour" for approximately \$73,000.00; Katie; seconded by Monica; all approved
 - Tractor Purchase: Bob informed the board of tractor issues and the need to purchase new implements. A 2020 John Deere tractor with: Front end loader, backhoe, mower, rototiller was in town available to purchase for \$27,000.00 and that we could sell our old John Deere 755 for \$1,000.00. Motion was made to purchase this tractor for \$27,000.00; Monica; seconded by Trista; all approved
 - Chair storage racks: Chris presented that we didn't have storage racks for our folding chairs and requested to purchase 3 racks for them. Racks are approximately \$360 each and would need 3 for a total of \$1080.00. Motion was made to purchase 3 of the chair storage racks with the amount being under \$1200.00; Katie; seconded by Monica; all approved
- Good of the Order- Board Comments

Next Meeting: October 24th, 2023

End: 7:42 pm