

Griggs County Fair Board – Executive Meeting – Minutes for Meeting on 2017-02-16 @ Library 6pm

Members Present: Tom Johnson, Bonnie Krenz, Dave Hoverson and Brian Saxberg

New Business

1) By Laws

- a. Review of current By-laws
 - i. *By laws were found from 1965 and distributed. Bonnie was going to take them, re-type them up and update them to current terminology. Will be brought to the full board for review.*
- b. Board of Directors
 - i. *The board of directors as in use now is in compliance with the by-laws (President, Vice President, Secretary and Treasurer). In the history of the fair board at one time there were at most 20 people on the board as listed in the By-Laws.*
- c. ***According to the documents discussed it looks like the city of Cooperstown owns the land and the fair board owns the buildings. At one time we had a lease agreement of \$1 per year to lease the land from the city and the city was to provide \$500 to the fair board per year for maintenance. New agreements may have to be made.***

2) Insurance

- a. What is covered by the county?
 - i. *All pre-determined events are covered by the county's insurance. We will try to have all yearly events defined by March of that year so they can be listed with the insurer. Dave mentioned any events sponsored and added would have to be on their own event rider which varies in cost depending on event.*
- b. Cost of non-county sponsored events?
 - i. *Bank Forward is the insurer for the county and we would have to inquire for rider cost for non fair board events. Tom mentioned he would like to work more together with these groups and those that want to do fund raisers so they are fair board events. The agreed upon idea would be to probably split the gate with a group for an event. The reason for this is not to ensure monies for the fair board but to insure our duty as the fair board to maintain the grounds is kept intact. It would in turn be a win-win for all parties. This also would reduce the need of the non-county entity to provide insurance as it would be a sponsored event.*

3) Rental Contract's/Agreements

- a. Insurance/responsibilities
 - i. *Bonnie is going to work on a general contract framework for all of the known services we provide. We want to state in these contracts that depending on the type of service would depend on if the individual/group would have to provide for their own liability insurance. Example: When vehicles are stored in the building for the winter the owner of the vehicle needs to assume liability. The fair board makes ever attempt to provide adequate storage to prevent loss but cannot be held responsible for unforeseen issues.*
- b. Costs
 - i. *Basic costs were discussed. We will need to finalize and maybe be a little more granular but this is what we came up with.*
 1. *Rummage Sale: \$50 for the event, \$100 if they would like access to the kitchen.*
 2. *Auction Sale: \$150*
 3. *Wedding/Wedding Reception: \$150 (typical reservation is 1 week)*
 4. *Vehicle Storage: \$50 for Barn, \$75 for exhibit building for all winter.*
 5. *Family Reunion: \$100*
 6. *Graduation: \$100*

7. *RV Hookup: \$10/night (20 amp power in barn, fresh water and community sewer dump, there should be more power on the new panel)*
8. *Tables and Chairs: \$100 for use in the building, \$200 for use in the city. Tables cannot be moved if temperature is below 50 degrees F. (Brian: I feel this needs more fleshing out, especially if someone wants to rent 5 or 10 tables and not them all or say 20 chairs.)*

4) **Common Calendar**

- a. **Online Master – Shared by Everyone**
 - i. *Brian created a Google Calendar and setup Bonnie as the backup “sharing” users. Dave Hoverson and Tom Johnson also have rights to add events. The calendar is public on Google Calendars so anyone should be able to see it. As events are known the calendar can be checked by anyone.*

5) **Committees (Added item)**

- a. *Tom would like to see the board ran with designated committee chair people. They would then be in charge of that event. This would empower the chairs of the committees to line up help for that specific event, allowing said help to just be involved with that one aspect if they did not want to commit to being a full volunteer for the fair board.*
 - i. *Parade Committee – Jerry Hohertz (based on past parades)*
 - ii. *Vendor Show Committee – Ron Johnson*
 - iii. *Open Class Committee – Bonnie was this in the past but we are looking for a new person.*
 - iv. *Mud Run Committee – Chad Johnson*
- b. *We would also like to formally name representatives from these other entities as liaison’s to those entities.*
 - i. *4H – Matt Haugen (currently also a fair board member) and Megan Vig (Extension Agent)*
 1. *May need a horse show representative also?*
 - ii. *Park Board – Rob Smith*
 - iii. *City – Open, maybe would appoint Chad?*
 - iv. *County – Shawn Steffan*
 - v. *Historical Society – Brian will ask Jan Steffan who would like to represent them.*

6) **Fair board full member privileges**

- a. *Full volunteer fair board members (defined as being at 50% of the meetings and work days throughout the year) are given use of the facilities at no cost barring event conflicts.*
 - i. *If the calendar is open a full privileged member can reserve the building for their own use without cost but with the understanding of they do the clean up.*

Roll Call Vote to pay for the Pizza Ranch bill (Less than \$30).

- Tom: Aye
- Bonnie: Aye
- Brian: Aye
- Dave: Aye

Next meeting of the full fair board to review the executive committee meeting is tentatively scheduled for Feb 28th 2017, 6pm @ Pizza Ranch

Submitted: 2017-02-17 by Brian Saxberg