

Kathryn Anderson

From: Children's Activity Museum [camforkids@elltel.net]
Sent: Friday, May 06, 2005 4:17 PM
To: Kathryn Anderson; Sande DeSalles; ltcruise@wsu.edu; David Bowen
Subject: May 5th Fair Board Minutes

Here are the May 5th meeting minutes

Any q's call me .

Roylene

Kittitas County Fair Board Meeting

Thursday May 5, 2005

Kittitas County Fair Office

7:00 pm

Present: Becky McDowell, Bill Allison, Bill Boyum, Bill Haberman Jr., Bob McBride, Bob Martin, Brian Lenz, Brian Page, Heather Harrell, Jessie Blackwood, Jerry Jarnagin, Jodee Shenyer, Marv Kelley, Wilma Pratt & Roylene Crawford

Excused: Michael Panattoni and Larry Bland

Staff: Kathryn Anderson and Sande DeSalles

Guest: Commissioner Bowen stopped in briefly to see if we had any questions of him and to give a couple of update.

Minutes: IN president's report it should state Becky and Bill met with Tom not Bob and Bill

Bill Allison moved to accept; Jerry Jarnagin seconded. Motion passes.

New Director Welcome: Becky welcomed our new directors Jodee Shenyer and Bob McBride.

Committee Reports:

Entertainment:

1. Most contracts are signed

2. Requests re going out to each entertainer for a press release to give to the Daily Record for use in creating the entertainment guide
3. Working on revising the map
4. Working on entertainment schedule
5. Brainstorming on idea of a Thursday evening community dance, and ideas for the Blue Ribbon dinner.
6. Would like to request Liberty Farm sponsor the kids tractor pull
 - a. Ask Brain Lenz to do this

No other committee reports at this time

Director Reports:

Bob Martin – (Bob is now director of Parking)

Bob asked Sande when we could start working on the CWU contracts? Sande said that they were completed as part of 2004 package the 05' s were signed at the same time. They will, however need to be redone in 2006.

Bob also requested a map of the parking areas.

Bob will give Jodee ALL of his horse "stuff"

Wilma Pratt: Nothing at this time

Heather Harrell: Nothing at this time

Marv Kelley: Marv wants to know who is working on the flowers?

Roylene requested that Marv speak to her about the Fred Meyer request after the meeting.

Marv also says we have a potential problem driving through one of the lots.

There is a city street but the straight through shot is on one of our lots and some are using it as a street. We should not be doing that.

The 8th Ave Ticket office does not have a sidewalk area only 70' of dirt trail. Ellensburg Rodeo Western Town has even less sidewalk. Marv wants the area to be ADA OR to sign it saying that a wheel chair entrance is on 6th Ave. He also wants to know why there is no sign. Wilma reminded him that the city of Ellensburg will not allow the sign. What about a smaller one on the building? Sande will look into that. Bob Martin asked what was in the five-year plan? Becky stated that we should have Tom look at all of this. Sande indicated that he was looking at the situation.

Brian Page: Should get the Vet Check information to the Master Vet to look at before putting in the Prem Book. Kathryn said she added the piece about the swine washing. Becky will ask Paula to look it all over.

Jodee: Nothing at this time

Brian Lenz: Nothing at this time

Bill Allison: Nothing at this time

Bob McBride: Nothing at this time

Jessie Blackwood: See entertainment report plus... Youth Craft and Fine Arts Revisions are all in. Fine Arts have decided to eliminate all glass frames from the entries and now are requiring all photographs and some art pieces be mounted and matted on foam core board. They also changed the number of photos an exhibitor can enter from 8 to 6 overall. This should help with some of the space issues. Entries for the two divisions in this building will be accepted on Friday August 26th from 10:00 am – 7:00 pm. This will greatly help with organization and preparation of the buildings for fair. Judging will be on Monday August 29th. They will distribute a small flyer in local area photo developing spots to alert prospective exhibitors of our changes in the two divisions. They are also arranging to have mats and foam core for backing, as well as hanging tabs available during check in day for those who do not get this done prior to bringing exhibits in. This service will not be free, but will cost something! Youth Craft Building.... same as Fine Arts info. Jessie needs Youth Science and Computer Science Division Superintendents.

Jerry Jarnagin: WE are “full up” with entertainers unless they are free! Also Patty wants to know if we are doing the Wednesday night Sponsor Appreciation Dinner? And if so do we want her involved!!!! Uh ya! Wilma will help too. Where? Right now Frontier Village is the most private and able to close off to public. Jerry has one full band that will be here on Wednesday night do we want them to play? We need to run this all by Brian Lenz. We will ask to have him hold a meeting and discuss this further at

committee level.

Roylene Crawford: Need a floriculture super. Two would be better. Garden Club will not be doing the Flower Show this year. Have worked with Kathryn to make the changes to the Prem. Book.

Bill Boyum: Nothing at this time

Sande explained the two budget reports that we were given. One is the projected expenditures with PO numbers. These will come off the budget when invoiced. Becky asked if an encumbrance column? Sande said she would ask Brenda about that. The county budget retreat is June 9th. Following that date we can begin to work on budget items. Becky asked that we all become familiar with the budget.

Sande shared the email exchange between Tom and Paul Bennett on the swale. See your email that was presented at the meeting.

Kathryn: at 4:38 pm today all the Prem Book changes that she had have been made. She asked that we go through the general rules portion of both books and make sure that things are correct. Kathryn will be printing out copies of the PB and mailing them to us to review. She needs to have the final proof to us by May 16th, as projected print date is June 1st.

Kathryn also let us know that Jodee filled position 12 and would need to renew in '06 Bob filled position 15 and will need to renew in '07. She had questions of 4-H Horse last year we required the 4-Hers use their 4-H Active horse. Also should the species space capacity plan be in the PB?
NO!

Old Business:

Brochure corrections. (We all have a copy) Jessie, Becky and Roylene have worked on this. Jessie will

email the changes. Can we have a corrected copy by the 19th?

New Business:

Map revisions – Jerry is doing he needs to meet with Bill B to complete the task.

Becky asked Kathryn if she was able to get the list of Superintendents by Director? Kathryn said not yet, she has been spending most of her time on the PB. She will have that be next week.

Roylene spoke about the possibility of adding another director to take over the HA since she is now doing the ribbons and souvenir booth. She is meeting with her Building Manager next week and will try to work something out. Roylene would like to spend more time in the booth to increase efficiency.

Becky would like to send a letter to the FFA Advisors stressing the necessity of FFA members participating in Herdsmanship. She needs our input. Brian Lenz suggests we invite the advisors to a board meeting. This would help stress the point. Might be better than a letter.

Presidents Report:

Micro Brew and Wine Tasting:

Thanks to Brian Lenz we may be able to hold the event in the Armory after all. It has to tie into an Educational Event to work. He has written the letter asking permission and will know more soon. The hunt for a superintendent and judge is on now. Bill B has questions of Becky do you plan to have samples and entries? Yes. Becky drew a map of the Armory and what she envisioned. Wilma said we must make sure that we have the location decorated and make it inviting.

Becky said that our contract was underway. Jim Hurson has been ill and promises now to finish it. She also told us that Jerry Pettit, Kittitas County Auditor will be joining us on the 19th to give us a training session on budget information and spending regulations.

Becky has spoken with Myron Linder about the addition of a Kittitas County Fair Princess. Myron thinks that is a good idea. Myron will check with other Ellensburg Rodeo Board members to see how they feel. Becky felt that the response from Myron was very positive. The approximate cost would be \$2500.00. This is close Jerry had input from when Jennifer was a rodeo princess.

We will now hear from Jessie for Bill H. on the Ambassador Program.

Bill sent Jessie the revisions. Bill needs to know if the entire board is on “Board” for the project? If not then what? Most concern is that we are so late getting out to the schools. Wilma also feels that it is too late for this year. We may need a full time director for this. Bill B feels that it is a terrific program and could build leadership but he has no extra time to give during the summer. The program really does need the mentor and leader factor in place. This is a great idea but really tough right now. Brian Lenz suggest we wait for Bill H. We need further development. Let postpone until Bill is here.

Bill did arrive so discussion continues. Bill says this will not succeed unless 100% of board involvement. Bill feels that the program can help with attendance, exhibits and will be a leadership focus and will produce alumni. The Scope of Work – training, project work and fundraising.. We do not want to loose all the work that Bill and Jessie have put into the project but there is still a lot to do. Bill H needs our support to go forth. Bill A has concern about mentors and who is going to that? Bill B says it will be more work for someone all year long. Jessie likes that idea of the program to bring in kids other the 4-H and FFA. Living in town her boys cannot participate in the 4-H major projects and this would be such a great project for them. But like the rest she has

way to many other things but could commit to some time. She does feel that it is too late for 2005. Wilma suggests that we find someone to take this on.. Jodee suggested looking at the leadership class at EHS. Brian Page would like to see the mentors come from outside of the Fair Board and be on line ahead of time. After much discussion Bill Allison moved to "proceed cautiously to help Bill H and Jessie locate a leader and try to gear up for 2006. Start now" Wilma seconded. Motion passes.

Business meeting adjourned

Minutes respectfully recorded and submitted by

Roylene Crawford, Kittitas County Fair Board of Directors.

From: Paul Bennett
Sent: Thursday, May 05, 2005 10:36 AM
To: Tom L. Swenson
Cc: David Bowen; Sande DeSalles
Subject: Parking Lot Swale Design

Tom,

The drawings for the revision to the infiltration swale are on the way to your office. I've designed what John Akers and I have discussed. This design will result in more ponding than you want during a high rain event. There are a couple of cautionary comments on this. There is a small slope in the middle 2.5%. If you eliminate this it will cause more ponding on the asphalt. That's the tradeoff, level grass or a functional infiltration swale and minimizing ponding (notice I did not say the elimination of ponding)

A WORD OF CAUTION. I have shown the utilities that were identified with the original design done by Eastside. I believe there are more utilities out there that were discovered during construction. I did not receive any as-builts to reflect those changes. I don't think all the utilities would be identified with the one-call. These are County utilities.

I assume you are doing this with in house work and not requiring contract documents?

Any questions please give me a call.

Paul

When I got back into the office this afternoon the drawings from Paul were there. I will get a set over to you and you can share with the board. Basically what I anticipated but without the catch basins I thought would be required. We will do the work in house. As far as material accusation, I will let the board pursue that as long as it moves quickly. I will have an estimate of materials for you hopefully tomorrow. With all of the other projects that are on our plate, this one needs to be pushed up to the top of the pile so we can have the longest possible growing "season" to establish good roots before Fair.

Tom Swenson
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