

Verde Valley Fair Association
Board of Directors
Meeting Minutes February 21, 2023
5:30 p.m. - Regular meeting

In attendance: President Beth Canedy, Vice President Steve Drake, Treasurer Lewis Rice arrived at 6:44 pm, Secretary Ginny Rench and Board member Joel Rosenberg, and Director Coleen Gilboy in addition, public Brian Bolton, Danielle Rosenberg, Steve Rench, Janet Burrus, and others who did not sign in or we could not read.

Absent: None

I. **Call to Order** - Meeting was called to order at 5:30 pm by President Canedy

II. **Call to Public:** None

III. **Consent agenda** – Mr. Drake moved to Accept the Minutes from January 17, 2023. Mr. Rosenberg 2nd the motion. No discussion – all in favor

IV. **Chairman’s Report** - * Excited there is a meeting with Director and City on the driveway to see what direction the City is going to go. * Show Barn improvements will be where Ms. Canedy focuses. * Do we need to do a tent to see how things would look, will discuss during the show barn items below

V. **Administration Report** - * Going to Seattle in March, out of office a Friday and Monday. * There is a zoning change off of Aspen Street, the fairgrounds does not have any comments and will not be attending the public meeting. * I was invited to attend a Governors Fund meeting at state capital, when I received the notice in January I ignored it. I received the reminder today and I was the only invitee outside of the committee so I will be attending the meeting.

VI. **Financials** - Mr. Drake moved to approve the January 2023 financials. Mr. Rosenberg seconded the Motion All in favor. Mr. Rice brought up the interest the checking account at local bank makes vs CD’s from Edward Jones are making – Treasurer Rice recommends moving \$300,000 over in 30 day CD so we have access quickly if needed. Discussion on when we need money and timing with fair coming. Director Gilboy stated that the vendor fees, ticket sales are starting to roll in for fair and we are not short on cash. Even with the Sound System project, paving project, bleacher project and what the City is requesting us to address we have enough funds in our checking account. Treasurer Rice made the motion to move \$300,000 from our checking account to the Edward Jones 30 day CD’s. Mrs. Rench 2nd the Motion. No more discussion, all in favor.

VII. **Committee Report** –

A) **Livestock:** *Tag in went great on February 4th. * Meeting was on 14th and had a good discussion * Have sold 164 shirts for fair during registration of animals. * Numbers are looking really good * Executive Board Secretary Mrs. Rench was extremely impressed with tag in, how efficient and professional all the livestock board members were.

B) **Arena Report:** * Have not had a meeting, only 2 board members. * Have a barrel race in March and April * Youth rodeo had to change their date due to conflict but staff has reached out to those that have inquired and made sure everyone knows the new date of April 22, 2023

C) **RV Camping Spots** – *No updates, need to look at electrical costs to make sure we are collecting the costs we have.

D) **Rentals** –* No new information regarding co-hosting an event in 2024 so will not have an update.

E) **2023 Fair** – Working on a different hotel for Judges and Auctioneer. * Hired a cleaning company to help with all the bathrooms and trash cans.

VIII **Old Business**

A) **Fire Hydrants** – Need to get a flow gage on the hydrants. Hydrant might need to be re-built. To cover the water needed we need to flow 180,000 GPM

B) **2023 Parking** – Camp Verde JAG and Football team is doing the parking lot and selling tickets

C) **APS – lines underground** – We have not received numbers from APS, they came back over and looked at the project again, but no numbers

- D) Show Barn** – Enlargement Options – Board feels we need to look at the whole facility and not try to do something now that changes in 3 years. We are at the same number off animals as 10-12 years ago. Will only build a new show barn if we receive a grant.
- E) Bleachers in Yuma** – Mr. Brian Bolton went to Yuma for a show and looked at the bleachers, the base is 10 feet wide – if we want to tear them down and re-assemble there will have to be a very clear multi color process to keep parts/bleachers separate if we want to break down and haul up here.
- F) Liquor License Names** – As a corporation we have to have 3 names on the license – staff is requesting that the 3 names stay no matter who is on the board. Mr. Drake made the motion to have Mrs. Gilboy, Mrs. Combs and Ms. Canedy as the 3 names on the license. Mrs. Rench 2nd the Motion – all in favor.
- G) Sound System Bids** – We received 1 bid back, a phone call back and a no call back. Discussion on making sure there are extra wireless mic’s, what type of warranty and there is a way to integrate the auction with the monitors if Showworks makes this option available. Mr. Drake made the motion to approve sound system bids to start as soon as possible as quoted. Mr. Rosenberg 2nd the motion. All in Favor.
- H) Lunch on the Lawn** – We will have a table at the State Capitol lawn on March 7 – all fairs will be there as well as SAILA and Arizona Nationals – this is one more way to meet our legislators and thank them for the funding we receive. Board members are welcome to come.
- I) Master Plan** – With all the things we are trying to do and the space we have it is recommended to do a Master Plan with members, committee members so that when we make improvements will will not have to make more changes. Mohave County Parks and Rec have a Master Planner on Staff and will help with the process.

IX New Business

- A) RFP 2023 Photographer** - We posted the RFP on our website and Facebook as well as sent to all Photographers that requested information last year. We only had one response. Mr. Drake was the only one to submit. Mr. Drake recused himself and left the room for discussion. Mrs. Rench made the Motion to accept the bid by Mr. Drake to do the photographs for the 2023 fair as presented for \$4,000. Mr. Rice 2nd the motion. All in Favor- Mr. Drake abstained. Mr. Drake returned to the meeting.
- B) Golf Cart/Gator** – we are down to 2 golf carts – the custodian one and brown one, which only holds a charge for 30 min. Mr. Rosenberg has been getting quotes and bids for machines all around Northern Arizona and is listed on the spreadsheet distributed. Discussion on what we are looking for, what is out there new vs used. Ms. Canedy has been looking for some time and used ones are not out there right now. The board would like something purchased and on property by April 15, 2023. The budget before taxes and license would like to be around \$12,000 but if someone finds something they will reach out and try to secure before sold.
- C) Livestock RV Area** – Staff had a note from last year that priority be given to out of town (Camp Verde, Rimrock) have the 1st option to have a trailer on the property. The Board discussed that it would be hard to give one group over another priority so just like year around camping, it will be 1st come/1st reserved. An adults must sign the “Notice” if there is an issue and they are asked to leave the camping area – the fairgrounds can not take responsibility to any incident happening in a trailer.
- D) Threshing Machine** – Mr. Paul Joens would like to donate a threshing machine that is 8 ft wide x 28 feet long to be on display down by 12th street or wherever the fair would allow. Staff only drawback is the liability if someone climbed on it and was injured. Board would like a fence around it with signs that state “Do not Climb on”. Mr. Drake made a Motion to Accept the Donation of the Threshing Machine to be on display at the Fairgrounds. Mr. Rosenberg 2nd the motion. All in favor.
- E) Conflict of Interest form, Code of Ethics, Workmans Comp form** – all forms are in the packet for boardmembers to keep and a copy that needs to be signed is on top to turn in. Since all

boardmembers are volunteers they have to sign the Wrokmans' comp form that states they are not employees of the fairgrounds.

F) AHA – Emergency Evacuation Form – AHA is looking for a place to meet if there is a reason to evacuate that the parents can get to. Staff sent the request to our insurance company AND attorney. Direction was given to staff to work with AHA to have VVF used as a site with all documents in order that are approved by our Attorney and Insurance company.

G) Concrete Barricades and Ticket Booth - Director Gilboy brought information to the board regarding K-Rails that Canyon motor sports has for sale – they are 20 feet long and \$50 each. Additional information is on the staff memo regarding others available in the Verde Valley. Staff is directed to work with KJP Ventures that own the current K-Rails in Peoria to find out how much the trucking would be. They also have a 13x8x10 ticket booth for sale for \$750 – if we can get that up here we could have a beer booth at the arena that would not have to be moved down and back and out of the rain. Staff is directed to find out cost to haul it up here.

H) Master Plan – discussion on doing a master plan for the whole grounds so that projects can be planned out and future building so when improvements are made we can put conduit in for future projects.

X. Future Agenda Items- *Driveway rip up and Steer Washing Area

XI. Executive Session – NONE

XII. Adjournment – 8:36 pm Mr. Rice made the motion to adjourn the meeting and Mr. Drake seconded the motion. No discussion. All in favor.