



NEBRASKA STATE FAIR BOARD

Nebraska State Fair Board Room, Grand Island, NE
Virtual Meeting in accordance with Exec Order No. 02-03

Meeting Minutes

April 17, 2020

A regular meeting of the Nebraska State Fair Board was held on Friday, April 17, 2020, at 10 am. Public notice of this meeting was published in the April 10 & 11, issues of the Grand Island Independent newspaper and posted to the Nebraska Public meeting calendar website from April 10, 2020. The public was invited to attend via Zoom due to Covid-19 social distancing recommendations.

Roll call was read with the following members present via Zoom: Dawn Caldwell, Vice Chair; Bob Haag, Secretary; Ryan Hassebrook; Lanna Hubbard; Jeremy Jensen; Kevin Jorgensen; Chris Kircher; Jeff Kliment; Kathleen Lodl; Chuck Rolf; Beth Smith, Chair; Boyd Strope, Treasurer; and Steve Wehrbein. Others in attendance at the board room were: Jaime Parr, Director of Sales and Tish Eckstrom, Executive Assistant.

Smith announced the meeting had been properly advertised as an open meeting and informed those in attendance of the posting location of the Open Meetings Act.

Minutes of April 14, 2020 Emergency Meeting

There being no corrections:

Motion made by Wehrbein to approve the minutes of April 14, 2020 meeting as printed.

Strope seconded the motion.

Discussion: none

Upon roll call vote, motion passed with one abstention by Rolf. Caldwell, Haag, Hubbard, Jensen, Jorgensen, Kircher, Kliment, Smith, Strope, and Wehrbein voting in favor.

Interim Director's Report

Jaime Parr reported the office remains closed to the public during the Covid-19 crisis. Staff are working both from home and in the office. There has been participation in webinars, seminars, and surveys during this time. Much attention has been paid to the Governor of Nebraska and the Mayor of Grand Island for updates and monitoring of the current situation we are facing.

The Volunteer Program announced their partnership with the Grand Island Chamber, the 1868 Foundation, Fonner Park, Grand Island Area EDC, and Principal Financial. The volunteer kickoff and recognition will be done virtually. Volunteers will sign up online to volunteer at this year's Fair.

Competitive entry books are in the process of being posted to the website.

The Lamb Challenge distribution has been completed.

Certain members of the staff have some training on the website so more changes can be made in-house by staff.

There have been a number of staff involved in pulling invoices, contract, etc. and looking at the past to see how it effects our future.

Parr thanked the entire staff team for pitching in and working toward our goal.

Parr invited Laura Hurley to give an update on the Sponsorship status.

Hurley reported to date she has brought in over \$800,000 in sponsorship dollars. There is approximately \$31,000 yet to be brought in to meet her goal for the budget. Hurley still has \$150,000 on the table to collect. She is at \$481,607 in trade amount so far. Hurley has been encouraging sponsors that we are on track in planning to have the Fair with safety in mind. She has also been communicating with sponsors that if something does cause the Fair to be cancelled or postponed, their sponsorship would roll over to the postponed Fair or the next year's Fair.

Hurley reported 18 new sponsors and 1 not returning as a sponsor due to their partnering with the 1868 Foundation. Hurley that Staff has been looking at new ways to promote the Fair with fun, safe, family oriented opportunities, such as: coloring contest, drive-by eye spy, pass it on project, and a creative installation project.

Parr took a moment to address a question proposed on the chat in the zoom meeting. Parr stated the Nebraska State Fair is not cancelled or postponed at this time.

Parr mentioned a new agreement with Wade Shows which involves digital ticketing.

Discussion: Jensen, Parr, Rolf.

Parr will get a copy of the Wade Shows contract out to the Board for review.

Parr gave an updated on Neste with regard to concerts. There are 6 nights booked with entertainment in the Heartland Event Center. There are 2 more shows confirmed but have not been announced at this time. One for Older Nebraskans Day and a rock show. May 8 is the target date to announce these. The artists have to give approval to move forward with the announcements. The current cost for the 6 shows is \$700,000. There is \$150,000 left in the budget to potentially add more artists.

Discussion: Hassebrook, Smith, Parr.

Parr reported planning for a full event going forward.

Committee Reports

a. Finance-

Boyd Strobe reported the Finance Committee met on Wednesday, April 15th with all members present virtually. The vendor analysis is an ongoing project. The input from staff brings a greater knowledge to help prepare and manage future budgets. Jensen has been maintaining an outline and adding to it. Going forward the staff will know their budget limits. There is still a lot of work to do.

Parr presented the finance reports to the Board in advance of the meeting.

Motion mad by Haag to approved financials as presented. Strobe seconded the motion.

Upon roll call vote, motion passed unanimously.

b. Public Affairs and Outreach – Did not meet

c. Livestock-

Jeff Kliment reported the Livestock Committee is moving forward with hiring of judges and have a tentative schedule in place. They are still searching to fill Superintendent positions. The goal is for Central City Scales to have someone on grounds this year to maintain the scales being used.

d. Facilities-

Chuck Rolf reported the Facilities Committee had a virtual meeting Thursday along with Chris Kotulak and Sharon Dreher. They discussed adding rock to the parking lots and the many steps that will need to be taken before a decision is made. The 1868 Foundation is willing to step in financially to help. Kotulak will take the idea back to the Fonner Board for discussion.

Discussion: Kircher, Caldwell, Rolf, Parr, Jensen, Lindsay Koepke, and Terry Gallaway.

e. Events-

Steve Wehrbein reported the Events Committee met by conference call.

- Parades will be at 1:30 pm on Friday, Saturday and Sunday both weekends of the Fair. The parade on Labor Day will be at 10:30 am. Registrations are in the process of going out.
- The tractor pull will be Friday and Saturday of the first weekend at 5 pm.
- Antique tractor pull- Sept. 6
- Demo derby- Sept 7 @ 1 pm
- Grand Marshals in board room each day @ 10:30 am each day. Grand marshals will participate in parades. On days with no parades, they will be in the Five Points Hospitality Room.
- Board Reunion- Aug 28 @ 12 pm
- County Fair Day- Sept. 5 @ 5 pm in Hospitality room
- Opening Ceremony Aug 28 @ 5:30 pm, will be about a half hour show. Program for opening ceremony is being worked on.
- Veterans Program is in the Heartland Event Center at 1 pm.
- Hospitality room hosts are Kevin and Teresa Jorgensen.
- Nebraskapella- Aug 30 with 16 groups.

f. Executive-

Smith reported the Executive Committee met and worked through the meeting agenda and has been in close contact with Parr.

Vendor Working Group Update

Jensen reported on the working group consists of Caldwell, Hubbard, Kliment and Jensen.

- Process of working with the staff and how moving forward looks- understanding of budget and policy of working with Executive Director going forward for expenses not budgeted for. Still working on how that process looks.
- Procurement Policy- Clearly defined policy of asking for bids. RFP's posted to website possibly. Need to define the dollar amount threshold.
- Posting of approved Financials to website for transparency
- Finance Committee- Reporting of financials to board with transparency and details of credit card statements and financial account information, not for approval but for checks and balances
- Substantial Vendors- Invite these vendors in post fair to give a report to the Fair Board.
- Vendor Analysis- Has about 6.5 million in expenditures on it. Still working on identifying some of these vendors on the report. Going forward, have the report published on the website for public to see. No confidential information included, but business names and gross dollar amounts included for transparency.

Recently met virtually with two of our larger vendors, Double Locked Security and BDA Productions.

Discussion: Smith

2020 Budget

Parr discussed the 2020 Budget presented to the Board prior to the board meeting.

Discussion: Smith, Strope, Jensen, Parr, Kliment.

Motion made by Jensen to approve the 2020 Budget as presented. Strope seconded the motion.

Upon roll call vote, motion passed unanimously.

Mileage reimbursement Policy

Caldwell presented various rates and options for the mileage reimbursement policy.

Discussion: Strope, Jensen, Parr, Smith, Lodl, Rolf, Hassebrook, and Greg Harder .

Motion made by Caldwell to set a Mileage Reimbursement Policy at a rate of \$.25 per mile roundtrip with a maximum cap of \$200.00 per recipient. Rolf seconded the motion.

Upon roll call vote, motion passed unanimously.

Personnel Committee

Smith reported the Personnel Committee had been set up in December of 2019 by Kircher with members being: Dawn Caldwell, Beth Smith, Chris Kircher, and past board member Stan Brodine. Smith has added Lanna Hubbard and Steve Wehrbein to the committee. Smith would like to move forward and have the committee conduct the process of finding a new Executive Director.

Motion made by Strope to establish the Personnel Committee with members Smith designated and immediately start with the search. Haag seconded the motion.

Discussion: Wehrbein

Upon roll call vote, motion passed unanimously.

Approval of Signatories to the NE State Fair Bank Accounts at Five Points Bank

Motion made by Caldwell to add Boyd Strope and Jaime Parr as signatories and transactions authorities to the Nebraska State Fair bank accounts at Five Points Bank. Jorgensen seconded the motion.

Upon roll call vote, motion passed unanimously.

Foundation Update

Terry Galloway reported on the 1868 Foundation with regards to the Cares Act and loan programs that have been applied for.

Lindsey Koepke reported on request from Parr to fund the chainsaw carvers at \$11,000. Parr also requested to provide funding for the State Fair volunteer program, coordinated through the Grand Island Chamber of Commerce. The Foundation will provide up to \$25,000 to fund the efforts of the volunteer program. Parr also presented the Foundation with information regarding accommodations via the parking lots. The State Fair looking to put improvements in place for the parking lots. There has not been an agreement made for the Foundation to support this financially yet. A plan will need to be submitted to the Foundation for their consideration to approve.

Koepke reported on membership and donations through the Foundation with the current health situation. The Foundation put out a PSA video.

Other Business

Kathleen Lodl gave an update on 4-H activities that have been ongoing during this time of children being at home due to the health crisis. Learning looks different at this time but still happening in different ways

Ryan Hassebrook gave an update on FFA and how excited members are to have the Nebraska State Fair still on track for this year. Learning is still ongoing. State FFA Convention was cancelled for this year. Thanked the Staff and Board for the youth programming for 4-H and FFA.

Kircher expressed his appreciation for Parr and staff during this difficult time. Also wanted to express appreciation for Lori Cox as a Senior Consultant for the Fair.

Beth thanked Lori Cox also for efforts with new budget and all of her hard work.

Jensen asked for audit update.

Parr stated requests have been fulfilled to auditing firms for prior audit. Regular audit has started this week. Investigation into hardware or electronic is at Nebraska state Patrol at this time.

Smith reported State Patrol investigation has just gotten underway.

Future Nebraska State Fair Board Meeting Dates

- a. May 15,2020—Zoom meeting
- b. June 12, 2020

Adjourn

Motion made by Rolf to adjourn.

Caldwell seconded the motion.

Upon voice vote, motion passed unanimously.

Time adjourned: 12:15 p.m.