



## **NEBRASKA STATE FAIR BOARD**

Nebraska State Fair \* PO Box 1387 \* Grand Island, NE \* 68802-1387 \* 308-382-1620

### **MEETING MINUTES**

**January 20, 2017 – 2:00 p.m.**

**Palm Room @ Ramada Inn, Kearney NE**

A regular monthly meeting of the Nebraska State Fair Board was held on Friday, January 20, 2017, at 2:00 p.m. Public notice of this meeting was published in the January 9 & 10, 2017 issues of the Grand Island Independent newspaper and posted to the Nebraska Public meeting calendar website from January 5 – 20, 2017.

Roll call was read with the following members present: Mark Fahleson; Bob Haag; Harry Hoch, Treasurer; Denny Hoffman; Chris Kircher, Chairperson; Jeff Klimont; Kathleen Lodi via conference phone; Doug Lukassen; Chuck Rolf, Vice Chairperson; Marvin Rousey, Secretary; Steve Wehrbein and Kent Zeller. Others in attendance were: Joseph McDermott, Executive Director; Kelly O'Brien, Administrative Assistant; Bill Angell, Livestock Superintendent; Sandy Spiels, Assistant Livestock Superintendent; Shaun Schleif, Marketing & Sponsorship Director; Jace Robinson, Marketing & Sponsorship Assistant; Chelsey Jungck, Events & Entertainment Director; Kelsey Brozek, Events & Entertainment Director; Jaime Parr, Facility Director; Janna Kuklis, Facility Assistant; Scott Yound, Maintenance Director; Jason Fry, Maintenance Assistant; Lindsey Koepke, 1868 Foundation Executive Director, Doug Brand; Jana Kruger; Robert Pore, the Independent; Sarah Focke, Kearney Visitors Bureau.

Kircher 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 December 9, 2016**

Lukassen noted there is a correction to the December 9, 2016 minutes. Under the Livestock Committee report on page 4, the second motion made by Shane is missing the second to the motion and result of the voice vote.

O'Brien stated she has this information, will correct the minutes and provide all board members with a corrected copy.

**Motion made by Lukassen to approve the minutes of the December 9, 2016 meeting with the corrections to Shane's motion on page 4 to include the second motion and result of the voice vote.**

**Wehrbein seconded the motion. Upon voice vote, motion passed unanimously.**

### **December Financial Report**

McDermott reported total current assets of \$2,670,579; payables at \$586,079; total direct revenue at \$4,696,471 and direct expenses \$7,774,565

**Motion made by Kliment to approve the December Financial Report.  
Haag seconded the motion. Upon voice vote, motion passed unanimously.**

### **Executive Director's Report**

McDermott reminded the board members that by law, the Nebraska State Fair board must now begin to comply with the NE Transparency Act. McDermott stated contracts have already been submitted to the state to be put on line. In February we will start sending our financial transactions

### **Discussion of 2017 Budget**

McDermott stated he has had conversations with the Finance Committee regarding the 2017 Budget. For Hoffman's sake, McDermott explained we start preparing the budget in October once we have some solid numbers from the Fair. A preliminary budget is presented to the board in December. McDermott explained there is also a list of Capital Purchases/Projects (which are items staff would like to purchase to improve the Fair) that is reviewed with the Finance Committee.

McDermott touched on highlights of the 2017 Budget.

Rousey added the Finance Committee tried to be extremely conservative with the 2017 Budget. One thing the Finance committee was adamant about was to have a rainy day fund set up. Overall the committee feels good about how the budget turned out.

**Motion made by Fahleson to approve the 2017 budget as presented.  
Rousey seconded the motion. Upon voice vote, motion passed unanimously.**

### **Discussion on 2017 Capital Purchases/Projects**

Rousey reported the Finance Committee met with staff this morning and went through the 2017 list of Capital Purchases. Rousey went through the list of Capital Purchases sharing the requested items that were approved, tabled or not approved at this time.

Rolf added the Facilities Committee also met with staff this morning and went through the 2017 list of Projects. Rolf went through the list of Projects sharing the requested items that were approved, tabled or a not approved at this time.

Both Rousey and Rolf stated the Finance and Facilities Committee's based their decisions on revenue, safety, cost savings, the need and how it aligns with the Nebraska State Fair mission statement.

**Motion made by Fahleson to approve the Finance and Facility Committee recommendations of the 2017 Capital Purchases/Projects.  
Kliment seconded the motion. Upon voice vote, motion passed unanimously.**

**Zone 5 - March 3-5, 2017 – Embassy Suites, 100 Conference Center, East Peoria IL**

Jungck shared the IAFE Zone 5 Conference is March 3-5. This is our regional conference. Staff will be attending and Board members are welcome to attend as well. There will be panel discussions and presentations. Over all it is a great opportunity to network with other Fairs. The Nebraska State Fair is chartering a bus to this year's Zone 5 Conference. If interested in attending the Zone 5 Conference let O'Brien know and she will submit your registration to the conference. Also, if wanting to ride the bus let O'Brien know.

**NALS & RMA (North American Livestock Show & Rodeo Managers Association) – May 22-25, 2017**

McDermott explained briefly the NALS & RMA is a convention that travels the country. McDermott stated Angell invited the group to hold their convention in Nebraska at the fairgrounds in 2017.

Angell added the Nebraska State Fair is a member of the NALS & RMA organization. It is made up mostly of large fairs and shows around the country. The organization is influential in setting standards.

Angell shared a tentative schedule of the convention:

-May 23 is a tour day: Case IH, Grand Island; Aurora Coop, Aurora; T & L Irrigation, Hastings; US Meat Animal Research Center, Clay Center; WW II Naval Ammunition Depot, Hastings; Stuhr Museum, Grand Island.

-May 24 is the start of the convention with meetings all day.

-May 25 is more meetings in the morning. The convention ends at noon.

There will be approximately 70-85 people that attend the convention. Angell invited all the Board members to attend any of the events but would for sure like a couple Board members to attend the dinner.

Lodl asked Angell to send the schedule of the convention to Board members once complete.

**Committee Reports**

**a. Facility Planning**

-Rolf-nothing new to report. \*Gave report under the 2017 Capital Purchases/Projects.

**b. Finance**

-Rousey-nothing new to report. \*Gave report under the 2017 Capital Purchases/Projects.

**c. Public Affairs and Outreach**

-Fahleson-nothing new to report.

**d. Livestock**

-nothing new to report

**e. Events**

-Wehrbein reported the Events committee met this morning and discussed the following:

a. Grand Marshalls - applications are available on the Nebraska State Fair website.

b. County Fair Day – registrations are available on the Nebraska State Fair website.

- c. Historical – Jungck, Lodl and Wehrbein went to Lincoln to visit with Trevor Jones at the Nebraska State Historical Society. They toured the State Museum that just finished an \$8 million dollar renovation.

Wehrbein shared yesterday, while at the Nebraska State Fair office he went through more historical items that are stored at the State Fair office.

Wehrbein also thanked the board for approving the Historical Exhibit Timeline amongst the Capital Purchases.

**f. Executive**

Kircher reported the committee met last night. They discussed some of the Capital Expenditures/Projects that the Finance & Facility Committees reviewed this morning.

They also toasted Marvin and thank him for his time on the board, with nine years of perfect attendance.

**Future Nebraska State Fair Board Meeting Dates and Locations**

- a. March 3-5 – Zone 5 Conference, Embassy Suites, East Peoria IL
- b. March 16 – Board meeting, Nebraska State Fair Board room
- c. April 14 – Board meeting, Nebraska State Fair Board room / Horse Race Sponsor at Fonner Park
- d. May 12 – Board meeting, Nebraska State Fair Board room
- e. June 9 – Board meeting, Nebraska State Fair Board room
- f. July 14 – Board meeting, Nebraska State Fair Board room
- g. August 25-September 4 – “148<sup>th</sup> Nebraska State Fair
- h. October 13 – Board meeting, Nebraska State Fair Board room
- i. November 10 – Board meeting, Nebraska State Fair Board room
- j. December 7 – NSF Board, Foundation Board & Staff Christmas Dinner
- k. December 8 – Board meeting, Nebraska State Fair Board room

**Foundation update**

Koepke congratulated Rousey on his successful 9 years on the Nebraska State Fair board and also welcomed Hoffman to the Nebraska State Fair board. Koepke explained briefly for Hoffman what the foundation does.

Koepke reported the Foundation had a great year in 2016. They have new members joining daily and are working on ways they can access Greater Nebraska (outside of Hall County). The Foundation have had a couple people express interest in joining the 1868 Foundation Board. They are looking to upgrade their donor relationship management software.

Kircher thanked Koepke for the great relationship the 1868 Foundation Board has with the Nebraska State Fair Board.

**Other Business**

Schleif reported that Bosselman Pump and Pantry is back as a sponsor. They have signed a five year agreement at \$50K a year.

**Executive Session – Personnel**

**Motion made by Fahleson to go into Executive session for the purposes of Personnel. Rousey seconded the motion. Upon voice vote, motion passed unanimously. Time entered into Executive session: 2:57 p.m.**

**Motion made by Fahleson to exit Executive session. Hoch seconded the motion. Upon voice vote, motion passed unanimously.**

**Time exited Executive session: 3:52 p.m.**

**Motion made by Fahleson to amend the 2017 budget to increase the amount of Wages by \$5,384.87. Kliment seconded the motion. Upon voice vote, motion passed unanimously.**

**Adjourn**

**Motion made by Fahleson to adjourn. Rousey seconded the motion. Upon voice vote, motion passed unanimously. Time adjourned: 3:54 p.m.**