



## **NEBRASKA STATE FAIR BOARD**

Nebraska State Fair\*501 E Fonner Park Rd, Ste 200\*PO Box 1387\*Grand Island, NE\*68803-1387\*308-382-1620

### **MEETING MINUTES July 8, 2016 – 1:00 p.m.**

A regular monthly meeting of the Nebraska State Fair Board was held on Friday, July 8, 2016, at 1:00 p.m. Public notice of this meeting was published in the June 27 & 28, 2016 issues of the Grand Island Independent newspaper and posted to the Nebraska Public meeting calendar website from June 23 – July 8, 2016.

Roll call was read with the following members present: Mark Fahleson-joined via conference phone; Bob Haag; Harry Hoch; Chris Kircher, President; Jeff Kliment; Kathleen Lodi; Doug Lukassen; Lowell Minert, Treasurer; Chuck Rolf, Vice President; Marvin Rousey, Secretary; Steve Wehrbein and Kent Zeller. Others in attendance were: Joseph McDermott, Executive Director; Kelly O'Brien, Administrative Assistant; Shaun Schleif, Marketing & Sponsorship Director; Ross Struss, Marketing & Sponsorship Assistant; Chelsey Jungck, Events & Entertainment Director; Kelsey Brozek, Events & Entertainment Assistant; Grace Childress, Special Events Assistant; Jaime Parr, Facility Director; Lindsey Koepke, 1868 Foundation Executive Director; Ryan Hassebrook – FFA Representative; Robert Pore, the Independent.

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 June 3, 2016**

There being no corrections:

**Motion made by Rolf to approve the minutes of June 3, 2016 as printed.  
Lukassen seconded the motion. Upon voice vote, motion passed unanimously.**

#### **June Financial Report**

McDermott reported total current assets of \$4,707,012; payables at \$605,050; total direct revenue at \$974,569 and direct expenses \$1,053,181.

**Motion made by Minert to approve the June Financial Report.  
Hoch seconded the motion. Upon voice vote, motion passed unanimously.**

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

McDermott reported on three (3) items:

- 1) Marla Calico, CEO of IAFE will be paying the Nebraska State Fair a visit this year and is running in the marathon. Marla is an outstanding lady and wants to be kept busy while she is here visiting the Fair.
- 2) A bill has been passed in Legislation, regarding the transparency website, in which we are complying with. McDermott has received a test file from Douglas Bookkeeping, everything looked good. We have to send the first live file the first week of August.
- 3) McDermott and Schleif will be doing their annual Media tour the week of August 1 – 4. An invitation was extended to the Board members to join McDermott and Schleif to talk to the media when they come through their area. Board members are to let McDermott know if they want to be part of those conversations.

### **Approval of 2015 Audit**

McDermott reported that he and the Finance committee visited with Robin Devore of BKD to review the audit. Today, McDermott is looking for approval of the 2015 Audit.

**Motion made by Rousey to approve the 2015 Audit as presented.**

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

Kircher announced the Attorney will be calling in at 1:30 p.m. in which at that time they will go into Executive Session. There is still time we will move to item #9 – Consideration of Motorized Vehicle Safety Policy.

### **Consideration of Motorized Vehicle Safety Policy**

McDermott reported in 2014 there was an accident on the fairgrounds where a young girl was struck by an auxiliary vehicle. We need to implement a formal safety policy per our insurance company. McDermott has looked at Motorized Vehicle Safety Policies from other venues/fairs. The policy being presented to them today has been presented to our insurance carrier and they have approved it. The policy is now at the attorney's office being reviewed. The attorney's office is suggesting a couple changes. McDermott is hopeful that the Board will formally approve it at the August board meeting.

### **NSF Approval of Lifetime Members**

McDermott reminded the board members that a life time membership policy was approved at the June board meeting. Now it is time to approve the first round of lifetime members. The names for consideration have to be brought forward by a board member.

Rousey commented he is familiar with a lot of the names on the list and would recommend approval of the names on the list.

**Rousey motioned to approve the list of names as presented.**

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

**Rain Insurance for outdoor concerts**

McDermott mentioned last month the board gave permission to himself and the Executive Committee to gather quotes from two different insurance companies for rain insurance. The Executive Committee had a conference phone call with Ed Packard. They have found insurance to purchase.

**Motion made by Minert to reaffirm the purchase of rain insurance for the three Outdoor concerts.**

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

**Committee Reports**

a. Facility Planning

Rolf said not much to report. Work is in progress to finish up the Thompson Foods Outdoor Arena.

b. Finance

Rousey – nothing to report.

**Motion made by Haag to enter into Executive session for the purposes of Litigation.**

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

**Time: 1:27 p.m.**

**Motion made by Rolf to exit Executive session.**

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

**Time: 2:45 p.m.**

c. Public Affairs and Outreach

Fahleson reported the committee discussed the following items:

- 1) Concerns raised by the NE Wheat Board – attempting to work with them and address their issues.
- 2) Concerts – feel comfortable we will hit our target
- 3) Right or wrong, the world views the success of the fair each year by the attendance. Need ideas to drive attendance each year. If have any one has ideas, please share them with the Public Affairs and Outreach committee.

d. Livestock Committee

Shane – not available.

e. Events

Wehrbein reported the following:

- 1) Plans for Opening Ceremony are coming along.
- 2) Discussed Grand Marshalls and the Board reunion on August 29.
- 3) Reminded board members the Governor’s breakfast is in Raising NE on August 28. They will need help with set up and tear down.
- 4) Parades & Marching Bands are lining up nicely.

- 5) Planning for the 2 millionth visitor.
- 6) Regarding Historical, they are waiting for Jim McKee. Hopefully he will have some ideas for the Historical display in the Nebraska Building.

f. Executive

Kircher reported they discussed the events going on around the U.S., regarding security, etc. We constantly need to be vigilant regarding our entire event, not just the concerts.

**Update on 2016 Fair**

McDermott mentioned every year in June/July staff gives the board members an update on the fair and the highlights.

Jungck presented information regarding the Events & Entertainment for the 2016 NSF, including Outdoor Concerts, Heartland Event Center Concerts, Grounds Attractions, Strolling/Stage/Street Attractions, Special Events and Volunteers.

Parr presented information regarding the Facilities Department including the Vendor turnover percentages and what was new in the perspective areas (Pinnacle Bank Expo Center, 4H/FFA/Commercial Building, Marketplace, Ag Marketplace and the East Entertainment Area).

Schleif presented where we started with the Nanonation Kiosks and the look of them today.

**Future Nebraska State Fair Board Meeting Dates, Locations and Other Events**

- a. August 26 thru September 5 – “147<sup>th</sup> Nebraska State Fair”
- b. October 14 – Board meeting, Nebraska State Fair Board room
- c. November 11 – Board meeting, Nebraska State Fair Board room
- d. December 8 – Board & Staff Christmas Dinner, Riverside Golf Club
- e. December 9 – Board meeting, Nebraska State Fair Board room

**Foundation update**

Koepke reported the dedication of the Thompson Foods Outdoor Arena will be July 13 at the Thompson Foods Outdoor Arena. Blue Ribbon Roll Out is August 13. There is a live and silent auction.

Koepke also shared the 1868 Foundation participated in the GO BIG GIVE campaign. Out of 104 non-profits that participated the Foundation finished in 2<sup>nd</sup> place.

**Other Business**

None

**Adjourn**

**Motion made by Rousey to adjourn.**

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

**Time adjourned: 3:26 p.m.**