

Snohomish County Evergreen State Fairgrounds  
**Fair Advisory Board Meeting Minutes**  
Tuesday, February 19, 2019 \*Special Date due to Snow\*

Attendance:	Tod Johnson, Chairman	Present
	Kathleen Wright, Vice Chairman	Present
	Elaine Johannsen, Secretary	Present
	Vickie Andrew	Present
	Marshia Armstrong	Present
	Bill Johnson	Excused
	Eldon Bartelheimer	Present
	Candi Burke	Present

Fair Staff:     Jeremy Husby, Interim Fairgrounds Manager  
                  Debbie Donk, Programs Specialist  
                  Caryl Munn, Operations Supervisor  
                  Tom Teigen, Parks, Recreation & Tourism Director

**Call To Order:**

The regular meeting of the Evergreen State Fair Advisory Board was called to order at 7:02 PM. Roll call was conducted.

**Minutes:**

MSP: The November 13, 2018 minutes were approved as written. The January 8, 2019 minutes were approved with an amendment under Staff Reports: “High Road’s food concession contract is up for renewal and extended”.

**Introduction of Guests:**

Mike Burke - Spouse

**Committee Reports**

1. Ambassadors- Tod discussed the parades and which ones are planned for this year. Draft of Rules handed out, will vote on acceptance at next meeting.
2. Recognition– List will be provided in May. Art work will be provided at Superintendent dinner. Draft of Rules handed out, will vote on acceptance at next meeting.
3. Rodeo – RFPs were due February 19<sup>th</sup> at 5:00 p.m. Conflict of interest forms signed and proposals will be emailed for review. Rick Merrill (ProWest President) emailed that there is a \$5,000 drawing through ProWest to help get more rough stock riders to all rodeos. Also ProWest wants to do a community service for the town the event is held in. New sound system will hopefully be in by fair. Need backup plan for sound system if not installed.
4. Special Events- Marshia Armstrong reported that County Councilman Sam Low confirmed he would participate in the ice cream making contest. Working to get mayors also confirmed.
5. Large CIP Projects – Jeremy reported that working on the bond measure has been highest priority. Tod Johnson and Vickie Andrew will be on the committee for the bond measure.

**Old Business:**

1. Fair Board Vacancies – Eldon and Candi have been confirmed. Renewals for Marshia, Bill and Tod this year. Debbie said she will have a press release sent out for District 2, 3 and 4.
2. Youth Market Sales – Jeremy reported that there may not be a BBQ this year, looking at having refreshments at the sale site. Suggested adding more bleachers to the sale area, increase in people has made it difficult to see buyers.

**New Business:**

1. Capital Improvements – Jeremy reported RV1 improvements are ongoing. Won't be ready for fair but everything should be stubbed out soon. Working on sound wall and new PA system.
2. 2019 Fair Honoree– Voted and approved fair honoree recognition at the kick off dinner.

**Other Business:**

**Staff Reports**

1. Jeremy Husby/Interim Fairgrounds Manager: Bag checks at gates will be implemented this year. North beer garden will be moved by the courtyard stage and there will be a beer garden at the rodeo. Looking into how to manage people driving on grounds. Will be providing safety training to Superintendents at March dinner. Museum has been shut-down for redesign and working on reopen by fair time.
2. Programs/Debbie Donk: Still accepting entertainment applications until February 28<sup>th</sup>. Adding more roving entertainment, they will also help entertain at the gates when lines are long. Ag Display will have a new 14x40 barn sponsored by Heritage barns.
3. Caryl Munn, Operations Supervisor: Will be creating a makers market to the north third of the grandstands. Will move some vendors to accommodate. Updated booth space materials. Working on booth space reallocation. Have not started space contracts. Private security will be doing bag checks.

March 12th 6:30 p.m. Fair Kick Off/Superintendent dinner (doors open at 6:00)

Attire: White polo, jeans, black jacket

**Adjournment:**

The meeting was adjourned at 8:37 PM.

Submitted by,

*Elaine Johannsen*

Fair Advisory Board Secretary