Meeting Minutes

I. CALL TO ORDER  
Don Ballard, Chair
Don called the January Fair Advisory Board meeting to order at 7:02 p.m. via Zoom.

II. ROLL CALL OF MEMBERS  
Elaine Johannsen, Secretary
Don Ballard, Chair – Present
Eldon Bartelheimer, Vice Chair – Present
Elaine Johannsen, Secretary – Present
Kathleen Wright – Present
Tod Johnson – Present
Marshia Armstrong – Present
Bill Johnson – Present
Candi Burke – Present
Vickie Andrew - Excused
Judi Smith - Present

Staff:
Jeremy Husby, Division Director
Debbie Donk, Programs Supervisor
Amy Craven, Marketing Specialist
Sherry Stovner, Superintendent Coordinator

III. APPROVAL of November 9, 2021 minutes  
Don
MSP – The November 9, 2021 minutes were approved as written.

IV. INTRODUCTION OF GUESTS  
Don
Nicole Gorle – Council Staff

V. OLD BUSINESS  

a. 2022 Fair Theme  
Amy Craven
Fair Theme has been selected and will be presented at March Kick-off. Amy will email the theme colors to the board.
Theme: “The Show Must Go On!”
b. **2022 Committee Assignments**

Don Ballard

All committees stay the same, except Recognition committee chair will be Elaine Johannsen. All committee chairs will update and bring 2022 committee goals to February meeting.

VI. **COMMITTEE REPORTS**

a. **Assign 2021 Fair Workshop notes to 2022 Committees/Goals**

Debbie Donk

Most items will be assigned to staff members, staff will reach out if they need fairboard assistance.

b. **Ambassador**

Tod Johnson

Tod will be checking on the float progress. If not ready, plan may be to use the old float. Monroe Fair Days parade will be happening this year. Tod will be bringing the trolley for the parade.

c. **Recognition**

Elaine Johannsen

No Report

d. **Rodeo**

Debbie Donk for Vickie

Rodeo will be Saturday, Sunday and Monday of Labor Day weekend. Approval forms will be sent to Gold Buckle. Rodeo Committee meeting is 6:00 p.m. February 8 via Zoom.

e. **Special Events**

Marshia Armstrong

Brim tractor will sponsor a pedal tractor driving contest. Debbie passed out a sheet with proposed contests, dates and times, which was discussed. Next meeting April 12th at 6:00 p.m.

f. **Large C.I.P. Projects**

Tod/Jeremy

Provided council the work plan for this year. Will reach out to Tod soon to prioritize the projects. Hwy 2 frontage project with City of Monroe: City of Monroe has a grant to proceed.

VII. **NEW BUSINESS**

Don

None

VIII. **OTHER BUSINESS**

a. **Evergreen Fair Foundation**

Jeremy

1. Evergreen Youth Livestock Sale
   
   No Report - Meeting February

2. 2022 Foundation Events (Barrel Races, Bazaar, etc.)
   
   Barrel races put on hold for January

b. **Staff Reports**

   - Amy Craven – Working on Sponsorships, reached out to last year’s sponsors to say thank you. Working on marketing pieces to roll in the sponsorships. Beverage exclusivity RFP is being worked on and it will be a 5-year commitment.
• Debbie Donk – Sending RFP for carnival, 5-year contract with 5-year extension. Entertainment applications are online and accepting through February 28. On behalf of Brenda: Applications for food and commercial will be available online February 1st.

• Jeremy Husby – Debbie is taking on most of the responsibilities for Fairboard and will oversee the events and event team. Bridgid Smith with Parks/Admin Services Manager has retired.

• Sherry Stovner – Exhibitor handbooks have gone out for review to superintendents. She is working on Kickoff dinner planning for March 8.

  c. Fairboard Vacancy – District 3 & Re-appointments  
     District 3 still vacant, Re-appointments are in the works.

d. Other Business  
    None

IX. ADJOURNMENT  
    MSP: The meeting was adjourned at 7:34 p.m.

    Next meeting: February 8, 2022 via Zoom

Respectfully submitted,
Elaine Johannsen, FAB Secretary

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