



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 March 9, 2018 – 1:00 p.m.

A regular monthly meeting of the Nebraska State Fair Board was held on Friday, March 9, 2018, at 1:00 p.m. Public notice of this meeting was published in the March 1 & 2, 2018, issues of the Grand Island Independent newspaper and posted to the Nebraska Public meeting calendar website from February 28 – March 9, 2018.

Roll call was read with the following members present: Stan Brodine; Bob Haag; Harry Hoch, Treasurer; Denny Hoffman; Chris Kircher, President; Jeff Kliment; Kathleen Lodi; Doug Lukassen; Chuck Rolf, Secretary; Kirk Shane, Vice President; Beth Smith; Steve Wehrbein and Kent Zeller. Others in attendance were: Lori Cox, Executive Director; Kelly O'Brien, Executive Assistant; Bill Angell, Director of Livestock; Chelsey Jungck, Chief of Events & Entertainment Director; Jace Robinson, Marketing Director; Scott Yound, Director of Operations; Lindsey Koepke, 1868 Foundation Executive Director and Steve White, NTV.

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 February 8, 2018

There being no corrections:

**Motion made by Lukassen to approve the minutes of February 8, 2018 as printed.
Shane seconded the motion. Upon voice vote, motion passed unanimously.**

Kircher on behalf of the Nebraska State Fair Board thanked the Nebraska State Fair staff for all of their help over the last several months. As a token of the Board's appreciation, each staff member received a bonus check.

February Financial Report

Cox reported total current assets of \$2,659,611.66; payables at \$144,310.01; total direct revenue at \$288,749.20 and direct expenses \$442,974.26.

Cox mentioned the Executive Committee and herself are well into the search for a Chief of Finance and Administration.

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

Executive Director's Report

Cox reported herself, a group of staff and three board members attended the Zone 5 Conference, March 2, 3 & 4, in Manhattan, KS. On the way to Manhattan, Cox, Parr, Jungck and Crowder stopped at the Capital in Lincoln to help celebrate NEBRASKAland Foundation's Statehood Day Recognition event. Cox spoke to the group and they helped hand out awards.

Parr shared NEBRASKAland Foundation and the Nebraska State Fair team together to create opportunities for both students and seniors at the State Fair.

Regarding concerts Jungck reported a continued difficulty in booking the opening Friday act. One new offer is out. Jungck is hoping to announce the second Saturday show soon.

Cox mentioned for the next three board meetings she would like to conduct a Strategic Outlook of the Fair:

- April – Planning
- May – Concert Structure
- June – preliminary 2019 budget

Nebraska State Fair 150th Birthday Celebration

Cox and Wehrbein have been talking about how the planning and implementation of the Fair's 150th birthday will impact the staff. Cox shared that she has been through an anniversary. Best practice is to hire people that plan these types of celebrations. Cox has also talked to Jeremy Parsons, Executive Director of Clay County Fair in Iowa. 2017 was their 100th celebration, they learned not to spend a lot of time and money on big entertainers as guests will expect a repeat attraction every year following. Cox will start talking to professionals who cater to these celebrations for a living.

Update on Livestock Rules and Regulations

Shane reported there are still some things they need to review with the legal team. They should have something to present at the April board meeting.

Committee Reports

a. Facility Planning

Rolf reported the committee met and discussed plans for the main entrance. The Committee also discussed enclosing the barn section of the Aurora Cooperative Pavilion. Rolf stated they need to have conversation with Fonner Park to make sure we can use the barn part of the Aurora Cooperative Pavilion for storage once it is enclosed.

**Motion made by Rolf to move forward with the enclosure of the exterior on the barn section of the Aurora Cooperative Pavilion with Fonner Parks approval to still use it for storage in the off season.
Hoffman seconded the motion.**

Kliment and Lukassen both stated they have concerns regarding ventilation and air movement if we enclose the barn section. Lukassen mentioned we need to keep in mind that we might have to purchase coolers.

Cox added this project was not part of the \$400K of the Capital Purchases approved at the February board meeting.

Upon voice vote, motion passed unanimously.

b. Finance

Hoch reported at the February board meeting the idea to spend down some cash reserves. With the project of enclosing the barn section of the Aurora Cooperative Pavilion and making additional payment to the Nebraska Building note, this will reduce a cash-heavy balance.

Motion made by Hoch to pay down the loan by \$300K and \$200K on the Aurora Cooperative Pavilion enclosure.

Shane seconded the motion. Upon voice vote, motion passed unanimously.

Hoch also mentioned that Cox and Rolf interviewed six candidates that have applied for the Chief Financial & Administration position. They have picked three candidates out of the six to bring back for a second interview. Hoch will be part of those interviews with Cox.

c. Public Affairs and Outreach

Lukassen reported the committee met this morning and discussed to connect more statewide. The committee will have more information regarding this at the April board meeting.

d. Livestock Committee

Shane reported the committee discussed Livestock Rules & Regulations, which was already reported on.

Shane mentioned that Angell would be having a meeting on Saturday, March 17 with the Livestock Superintendents.

e. Events

Wehrbein reported the committee discussed:

- Historical
- Master plan timeline
- Grand Marshalls – anyone that has not been recognized and is deserving, let the committee know
- Opening Ceremony schedule
- Nebraska State Fair 150th Birthday Celebration
- Former Board President Pictures - how to display them

f. Executive

Kircher reported most topics already covered. GILCA and Aksarben stock show were also discussed.

Cox asked Robinson to talk about the Marketing RFP.

Robinson shared the search for an agency of record. Thirteen agencies throughout Nebraska were contacted with a Request For Proposal (RFP) and April 2 is the deadline.

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

- a. May 10 – 1868 Foundation – Annual Meeting of the Trustees, Riverside Golf Course
- b. May 11 – Board Meeting, Nebraska State Fair Board Room
- c. June 8 – Board Meeting, Nebraska State Fair Board Room
- d. July 13 – Board Meeting, Nebraska State Fair Board Room
- e. August 11 – 1868 Foundation – Blue Ribbon Roll Out – Heartland Event Center
- f. August 24 thru September 3 – “149th Nebraska State Fair”
- g. October 12 – Board Meeting, Nebraska State Fair Board Room
- h. November 9 – Board Meeting, Nebraska State Fair Board Room
- i. December 6 – NSF Board, Foundation Board & Staff Christmas Dinner
- j. December 7 – Board Meeting, Nebraska State Fair Board Room

Foundation update

Koepke reported DMV has viewed the Nebraska State Fair license plate design and they like it. Annual renewals are coming in. They are working on the Outstate State expansion effort. The Annual meeting of the Trustees will be on May 10. The Blue Ribbon Roll Out is on August 11. The Foundation has good momentum.

Kircher stated they are adding an executive session.

**Motion made by Rolf to enter into executive session for the purposes of contract negotiations. Shane seconded the motion. Upon voice vote, motion passed unanimously.
Time: 2:05 p.m.**

**Motion made by Wehrbein to exit executive session. Hoch seconded the motion. Upon voice vote, motion passed unanimously.
Time: 3:00 p.m.**

No action taken.

Other Business

Kircher asked all board members to gather for a photo since all were present.

Kircher mentioned the Cattlemen’s Ball this year is June 2 & 3. Contact O’Brien by Tuesday, March 13 for tickets.

Kircher stated the June board meeting will remain on June 8 as scheduled.

Kircher asked members about committees – to let him know if they choose to stay or move.

Adjourn

Motion made by Shane to adjourn.

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

Time adjourned: 3:06 p.m.