

Harney County Youth Livestock Show and Auction
May 14, 2024 @ 6 PM
Silvies Valley Charter School

Present: Nicole George, Melissa McElhannon, Stephanie Falck, David Bohnert, Katlen Schimmelpennig, Tina Mello, Masie Custis, Susan Doverspike, Melissa Ward, Chance Peila, Gretchen Bates, Ann Becker

Minutes: April Meeting Minutes were reviewed, Dave made a motion to approve. Seconded by Katlen. Minutes approved unanimously.

Fair Board Report: Chance standing in for Jay. Jay asked for minutes from the meeting ASAP.

→ **Action Item:** Autumn – Get meeting minutes out ASAP so Jay can catch up prior to the Fair Board Meeting.

- Stall fees are not changing.
- Craig would like to go over sponsors hanging a banner in the show ring. How Chance understands it is we can only hang sponsor banners if under \$250. Everything over \$250 needs to go through the Fair (Every Idea Marketing)
 - Sponsors would still be able to target their sponsor funding to a certain aspect of fair.
 - Concern is that conflict will occur between Fair Sponsors and HCYLSA Sponsors who both want to have a banner in the same location, and Fair Sponsors would potentially have to pay more. Just want to talk and advertise accordingly.
 - It seems that the conflict is only over banners. Don't want people skirting the system and not making the donation for a banner, as the Fair Board advertises, by sponsoring the HCYLSA for a lesser amount.
 - In the past HCYLSA has not done our own sponsor banners. We only did top buyers and thank you banners, not purchased/sponsored banners. Last year we had maybe 4 or 5 sponsors over \$250.
 - Last year a handful of sponsors did bring their own banners and ask if they could hang them up. For the sponsors that brought their own banners last year, we can just tell them that we will advertise their sponsorship in a different manner.
 - We could still get donations over \$250 if we don't want a banner, correct?
 - Don't think there is an issue. If something develops and we decide to do banners, we need to go through Every Idea Marketing. If not, there shouldn't be an issue.
- Still questions on the MOU. Where are we standing on that?
 - The last information we got was that the Fair Board will not sign the MOU unless the HCYLSA agrees to act as a sub-committee of the Fair Board.
 - Based on the HCYLSA's understanding of laws associated with the non-profit, and with the fair, there is no way for us to be a designated sub-committee of the Fair Board without losing our non-profit status.
 - At this point we believe that we are a legal separate entity, and must remain one in order to keep non-profit status and run the auction in a manner that is in the best interest of the youth.

- To just double check this, we reached out to the county and asked if we could ask the county legal services about this, we told “no” because as a non-profit, we do not operate under the county banner.
 - We then reached out to the legal council that helped us establish the non-profit and he agrees we cannot operate as a subcommittee of the Fair Board with the non-profit status. He said he could help us in a formal capacity, but we would be charged for that time.
- Agreed that we are willing to do one more work session. However, we don’t see the need to continue hashing out the MOU as it seems to cover both sides very well.
 - There is agreement between the Fair Board (per Chance) that an MOU needs to be in place.
 - Chance feels the Fair Board is concerned that we could change parts of the HCYLSA that are integral to fair, such as changing the date and time of the Livestock Auction, without having Fair Board approval.
 - The HCYLSA committee is set up to include representatives from multiple entities, including a voting Fair Board representative, in order to ensure that the committee does not work outside of the requirements and goals of the Fair Board and the committee in general; how the HCYLSA Committee is set up ensures this wouldn’t happen.
 - The HCYLSA does not want to dictate anything to the Fair Board, but wants to work collaboratively with the both the community and the Fair Board.
 - The Fair Board seems to want to know what recourse they have if the HCYLSA committee does something that the Fair Board doesn’t like.
 - The HCYLSA also has concerns about what the facilities will look like in the future.
 - Clearly there is a trust issue on both sides. How can we generate more trust between the entities?
 - We changed some wording in the MOU already.
 - If you look at the HCYLSA Bylaws, it is pretty clear that we can’t function without working with the Fair Board.
 - Can we add in language to make it clear that there is a genuine intent to work for the overall good of the youth at fair and if there is an issue on either side, there will be requirements to get together to resolve it (Fair Board and HCYLSA)?
 - The livestock committee in Lake County Livestock Auction pays a percentage of sales to the Fair Board for the right to operate an auction at the fair.
 - If we want full control, and would be raising money, Chance expects that the HCYLSA would become a vendor at the fair and would put all the liability on the HCYLSA. If that was the case, we would need a guarantee that livestock facilities would be provided.
- As far as the MOU, if we cannot resolve our issues at the next work session and get the MOU signed, the HCYLSA Committee may need to reach out to a 3rd party for legal council just to provide clear guidance on the various rules and limitations in place for both sides.
 - Would rather not waste money on this (hard to explain to community who trusts us to manage the funds properly) and don’t think it would help us establish trust with the Fair Board.

- Chance does not think they will have an issue signing the MOU or requiring us to operate as a sub-committee after discussions at the next Fair Board Meeting.
- It's just been a confusing few years where prior to the 501(c)(3) status the committee was kinda under the Fair Board umbrella. Now we are changing since we have status.
- There is a line item in the Fair Board budget that provides money to the HCYLSA and we need to make sure it's clear what that money is and how it is spent, based on how the HCYLSA Committee and Fair Board are structured.
 - Can we call it a donation(s) to the committee with specific line items that the money needs to be spent on?
 - The county earmarks a certain amount of money for a 4H/FFA livestock show at fair.
 - Is that accurate or is it just earmarked for fair in general?
 - ➔ **Action Item:** Nicole - determine what the county funding is for specifically.
- We need to try to come to an agreement on the MOU without a lawyer. If we can't make it happen after the next meeting, we may need to get legal council to explain why we can't be a sub-committee of the Fair Board more clearly than we are able to. This should be a last resort.
 - ➔ **Action Item:** Jay/Chance – Get a working meeting put together ASAP. No Fridays, sooner the better, mornings could work but needs to be before 8. Judge Hart wants to be at the meeting as well. Chance will reach out to the Fair Board on date.
- At the (or a different) work session, we also need to look at the 2025 Fair and how it might play out with the new facilities and how we would address different outcomes.
- Is there money for livestock panels in a separate fund? Kristen Shelman said there was some additional funding available.
 - We aren't sure what this is specifically, but we'd like to know what she's talking about.
 - ➔ **Action Item:** Jay/Chance will make sure a clear accounting of funds is available at the working meeting when we talk about 2025 and future fairs.

Treasurer/Financial Report – See attached. Report was accepted.

Show Chair: Diana was not able to come to the meeting.

- Fair Book Draft was sent to the group by Nicole this morning.
 - Question: Does the book need to specify ewe's or wether's? No Rams?
 - We specify Steer/Heifer for Beef
 - Other counties say “Male market animals must be visibly castrated at initial weigh-in”
 - Let's add it into the Fair Book discussion on “Market Animal Tagging & Initial Weigh-In”
 - It isn't specified that animals can't be in both market and breeding.
 - It is specified somewhere in the Fair Book already, double check.
 - Question: In our minutes it says for 2025 youth must be 9 by October 1, 2024, but the Fair Book says by September 1, 2024, which is correct.
 - Fair Book is correct. Sorry about the error in the minutes.

- Question: Is the market order correct?
 - Yep, it is right based on our rotating schedule.
- Ann: Changes – Assist. Super. for Goats is Ashley Garoutte.
 - Also, it says “all production goats should have a scrapie tag as well” change to “all breeding project goats may have an ear tattoo from a national registry is an acceptable form of identification providing the exhibitor also provide the certificate, in lieu of certificate.” Change is per conversation with State Veterinarian. Market animals must have a scrapie tag.
 - Masie, if it’s not a requirement and we aren’t going to be checking it, why should we include it?
 - According to the state it is required that they have identification to exhibit.
 - ➔ **Action Item:** Masie will do further research to see what is required tomorrow in order to get the change in book as appropriate.
- Masie motions to approve Fair Book with changes discussed. Gretchen seconds. Motion passed unanimously.
- Judges: For Beef, Sheep, and Goats, Jordon, the original judge backed out of fair.
 - Already found a replacement judge – Ashley Roles, but is not comfortable judging cattle.
 - Concerns that we voted on the previous judge but didn’t vote on the replacement judge.
 - Yes, it should be voted on. However, due to time constraints we needed to get the judge replaced ASAP. It will not become standard practice.
 - Group accepted replacement judge but want to try to find a judge that is comfortable with cattle judging since we are a cattle dominant county.

Fair Entry: Due to the different fees and classes, it was getting too complicated for Autumn’s brain. We paid an additional \$250 to FairEntry to have a second event, and we split out the HCYLSA and 4H events from all the other Fair Events and Open Static classes.

- How’s it going?
 - Almost through all the videos on set-up
 - Had to redo the whole fair to split it, so if you had access but don’t you will get it back soon.
 - Set-up has mostly been on hold until Fair Book was finalized. Once Autumn gets a final copy, she will update all the entry stuff.
 - Once finished with set-up, will create a dummy account and share with the Committee, 4H, and the Fair Board to allow for “test” run entries. Any issues found will be corrected prior to June 15th when registration will open.
 - Originally intended to allow Beef kids to pre-register their animals, but having to redo the system put me behind and made it kinda pointless to do now. We will plan on doing it next year.
 - This first year of set-up is the most labor intensive. Following years will be copying the previous fair and mostly just updating so we should be good to go.
- Does it do the auction stuff?

- Yes it does. It can allow for tracking of all the auction information and buyer information, accept payments, etc... We won't be using it this year because we want to get the entry stuff figured out and make sure we are comfortable taking the auction component back from Producers (which would save money).
- Are we going to run a fake auction this year?
 - That is the plan. I would like to "pretend" that we are running the auction even though Producers will actually be doing it all. It will require some additional volunteers since we will basically be duplicating the auction work. I will be looking for 1-3 volunteers as we get closer to fair. I'm not sure how many I'll need until I get in there a little more.
- The software will also allow us to print premium and/or auction checks, so in theory, we would be able to get checks out sooner than Producers is able to.
 - Still some figuring to do on what we'd need to have in place in order to make that happen.
- Once Fair Entry is all set up, I'll reach out to 4H, HCYLSA Committee, and the Fair Board to make sure that those who will be using the system know how. That way if something comes up and Autumn can't be there, other people will still know how to make it all work.
 - At this point, I will pass the Fair Entry duties for the rest of fair off onto the Fair Board and their specific committee members along with notes. Hopefully they will be able to run it on their end, though I will still be available for support.
 - I will also pass the 4H stuff off to Clay and Christine, though I can help as needed.
 - I will be the lead for the HCYLSA part, but will be looking for some others to help.
- Currently, Nicole and Autumn have administrator access and can make changes to everything. This is limited to two people per account.

Awards: We have not ordered anything yet due to hesitation about issues surrounding the MOU.

- We are hoping to start sending out letters and order awards very soon, needs to be ordered by June 15 to get here on time.
 - Chance believes there won't be any issues and we can likely move forward.
 - Masie will begin reaching out to award sponsors.
 - Letters will include a Fair Packet for sponsorship as well.
 - Plan to give multiple options like playday did – 1) donate to fair, 2) donate part to fair and part to playday, or 3) donate to playday only
 - We will copy their method if Dani's ok with it.
 - Do we need a specific logo/info tied to fair for the 100th anniversary stuff?
 - There is a specific logo but not much room for anything other than adding "100th Harney County Fair" to the awards.
 - No discount for bulk buckle purchase since all the buckles are different, but adding text is easy.
- ➔ **Action Item:** Jay/Chance – Will verify if we can add 100th to the awards and get back to Masie ASAP. Is there something specific we need to put on for the 100th for other awards, such as kid banners? We want to make sure we match and are following the appropriate marketing plan.

Auction: It's a go.

- Katlen provided Nicole the list of past buyers. She passed it on to see if we can get it entered into Fair Entry.

Weigh-in: We have helpers for all species.

- Did the ear tag applicators and other equipment get maintained so they work good?
 - They will be all ready to go.
- There will also be another workday the same day as weigh-in
- Superintendents need to take inventory of their areas and have a list of stuff they need to Lindsay ASAP.
 - If there are requests in by June 1, we might be able to get those materials by June 15 workday.

Jackpot is coming up. Let Nicole know if you can help out.

PR/Media/Marketing: FFA internship positions within this committee.

- Crane FFA Students provided us a PowerPoint presentation as part of their application.
 - Shylee Davis, Talina Fredrichson, and April Lopez are all interested.
 - We are ok with all 3.
 - Presentation seems to hit the main points we had requested.
 - Included a draft posting schedule.
- They also made a video as part of their application, where they explained the PowerPoint presentation.
 - They dressed up, looked professional, and seemed to have a good grasp of social media.
- Masie made a motion to accept all 3 as interns. Ann seconded. Motion passed unanimously.
- Are we going to have them create an Instagram page for us?
 - If they share the passwords. All items will need to be approved by the committee still.
- All social media items would be approved in advance.
 - Maybe for fair we can designate a few people who can approve the content?
 - That will make it easier for them to create content at fair.
 - Potential to make live posts at fair as well.

Meeting Adjourned 7:40ish PM.