

Harney County Youth Livestock Show and Auction
October 8, 2024, 2024 @ 6 PM
Silvies Valley Charter School

Present: Nicole George, Katy Wallace, Christine Stokely, Melissa McElhannon, Amanda Tyler, Autumn Toelle-Jackson, Jay Nelson, Ann Becker, David Bohnert, Diana Davis, Shylee Davis, Nikylee Davis, Gretchen Bates, Tina Mello, Shane Otley, Crystal Otley, Christy Keerins, Kurt Beaubien, Brandi Wright, Katlen Schimmelpfennig, Mary Lee White, Jeff Cary, Stephanie Falck

Minutes: Autumn provided meeting minutes for August and September, and David Bohnert made a motion to approve the minutes for both months. Seconded by Ann Becker. Unanimously approved.

Fair Board Meeting (Stephanie Falck had notes in addition to Jay's email since Jay couldn't make the HCYLSA meeting):

- Work Session at the next Fair Board Meeting (November 4 [Rescheduled for Nov. 11] to review Bylaws and MOU and discuss livestock panel ordering/fundraising.
- Sponsorship Form → Combine our form with a fair sponsorship packet (Jessica Smith)
 - Multiple sponsorship forms at different times were confusing to donors
 - Fair Court would go to businesses and hand out sponsor packets
 - We would want to make sure checks were still made out to HCYLSA so that the fair didn't have to keep a bigger accounting. If people wrote one check, it would go through Bobbi Jo and be available for review and she'd make sure we got what people designated to us.
 - The sponsor package would count the combined amount donated to ANY part of the fair.
 - Some confusion about sponsor packages last year and how it all worked
 - Working to clear up some of that confusion, not rely only on email, and provide instructions.
 - Would like to have packages ready to go by fair/Queen Dinner mid-January (January 5)
- Include other parts of the fair in the Queen Dinner (Jessica Smith) so it becomes a fair dinner
 - The fair board would talk about current events, including the building
 - Volunteers would be highlighted (perhaps free tickets or shirts)
 - Sponsors would be highlighted (perhaps free tickets or shirts)
 - Bring awareness for the fair as a whole and highlight each group and what they have going on
 - Looking to be the 2nd or 3rd weekend in January
 - Primary Queen Fundraiser, they will shoulder the expense of putting it on, and may be able to partner with local businesses to decrease costs (may be able to get meat donated)
 - Maybe HCYLSA could provide a few silent auction items to fundraise for HCYLSA/Pass the Pants.

- Moved HCYLSA stuff from the Fairgrounds as appropriate quickly, thanks to all the volunteers who came and helped!
 - There was some confusion/changes as at the last meeting we were told we needed to remove all HCYLSA stuff off of the fairgrounds, and plans were made. However, at some point, the Fair Board decided they wanted all our stuff to stay at the fairgrounds, not be removed like previously discussed.
 - Thanks to everyone who went and just got it done.
 - Got air conditioners, banners, lights, etc...
 - Loading chute is back around the corner.
 - Didn't move beef scales because Jay was going to take care of that.
 - Fair Board was moving all other scales and they were responsible for any damages that happened.
 - Got storage shipping container on railroad ties
- At steer weigh-in, we might need an alternate location
 - Mary Lee White said they have a certified scale and we could use it for weigh-in.
 - LCL also has a portable scale, but not sure best way to use it.
- Light animals later in the year, we will have to relook at that point. If the fairgrounds isn't ready we might need to adjust. It might be hard to find certified scales to use. We might be able to make a scale work, but it would need to be certified.
 - Might have to use two scales, but only impacts rate of gain, and as long as one scale is used at each weigh-in, it should still work.

Treasurer's Report (Ann Becker): See attached.

- A bit confusing this month. Lots of revenue came in through FairEntry as well as taking credit card payments at the auction, so a lot came in and a lot was sent to producers.
- A few transactions don't have receipts. Please get those to Ann ASAP.
- Email Safeway again about payment, it's a process. Ann set us up as a vendor.
 - Action Item: Autumn: email Safeway. DONE
 - Action Invoice Ann (Treasurer)/Autumn: Try to invoice in advance next year.
- Christy Keerins gave \$300 to HCYLSA raised from chicken poop bingo during the fair.
- Melissa gave \$1,000 from ¼ beef raffle.
- Autumn gave Ann some late stall/entry fees, still a few more to come in.
- Ann wants to put together something that shows how much was spent in each "category" (i.e. Awards, Supplies, etc...) for the HCYLSA budget meeting.

Show Report (Diana Davis):

- Matt Kennedy (Swine Judge) said tentative yes to next year's fair.
- Still waiting to hear from Tyler Gray (the judge for Beef, Goats, Sheep) about if he can judge next year.
- Christy provided a list of small animal judges to Diana
 - Action Item: Diana will follow up on small animal judges and with Matt.
- For changes to the show, we will discuss them in January.

Auction (Katlen): Nothing to Report

- **Buyer Boards (Tina Mello):** We have 36 that need to be mailed, a lot weren't picked up. How can we do this differently in the future? Perhaps HCYLSA mails or drops off once the youth brings a thank you note into the office, required to pick up the check? Discuss more next year.
 - Tina will mail and give receipts to Ann for reimbursement.
- **Kill Fees** – some animals ended up going to Butcher Boys that weren't donated so they weren't charged kill fees. We took in \$8125 but were \$875 short. We figured it out and need to establish a standard operating procedure in advance of next year's action.
- **Issues with people taking animals for their butchering and where some animals went home and then were getting resold.**
 - One animal was taken from Fairgrounds without HCYLSA knowledge and we thought it got loaded on the wrong truck. Luckily it hadn't, but caused unnecessary issues.
 - A processor in Wallowa may be able to take all the small animals and they are USDA certified, so those animals could be donated.
 - Hawkins Sisters Ranch in Wallow. Said to call in April and she can get us on a list.
 - ➔ **Action Item: Auction chair/Christy follow up in April**
 - Dave said there is another one in Baker that might work.
 - Christy had checked and they didn't want to do it.
 - All animals that need to be USDA inspected need to pay a kill fee (donated and animals for public consumption).
 - If we make the sale terminal, can we send all animals to one location?
 - It's hard to fit all our animals into one location since they are typically full from other fairs/sales.
 - Could say all animals must go to one of the three approved locations to be killed, then if want it processed somewhere else, the buyer can work with the killing processor.
 - Modify the fair book to say the animal must go to a processor (no individual processing) in the fair book, if we decide to go that way.
 - David made a motion to move to amend sale rules to read that ALL animals (including small animals) will be killed at a pre-determined processor(s) designated by the HCYLSA committee.
 - Gretchen seconded the motion. All in favor. Motion Passed.
 - There are about 50 checks left to be picked up at TVCC. Please get them picked up ASAP!
 - Please deposit/cash checks within 90 days, otherwise Producers will have to reissue them and it's a pain for everyone.
 - What about carcass contest funds and rate of gain awards?
 - Carcass checks come from Harney Electric. We usually get checks from HEC and attach them to auction checks, but that didn't happen.
 - ➔ **Action Item: Shane/Katlen will follow up**
 - Nothing for Rate of Gain.
 - There are some public concerns about full accounting not on printed checks.
 - It was on a separate page with accounting including 5% commission, and a separate thank you list showing totals.

Other Topics?

- Central Oregon Rancher: Gretchen has market photos, not sure if we have photos for showmanship. See if we can get a photo for showmanship from exhibitors
 - ➔ Action Item: Shylee will make a post
 - Once we have photos Gretchen will submit them to Central Oregon Rancher to be placed in their magazine.
- **Pass the Pants**
 - Raffle for ¼ Beef, the winner is Kelly Singhose! Congratulations Kelly.
 - ➔ Action Items: Christy Keerins will reach out to Kelly to make arrangements.
 - Continuing to raise money for livestock panels for use at the fair.
 - The 4H association has an idea for 2025 the annual fundraiser dinner may be a Pass the Pants primary fundraiser instead of the normal 4H Association fundraiser.
 - They are looking at the rules for their association accounting (4H can support but can't do the fundraising directly or collect any funds)
 - We'd need to do some work to include FFA and HCYLSA members as well as 4H
 - Would need helpers to decorate the Elks
 - ➔ Action Item: Steph will talk to Treva to get a date but it's usually the first or second Friday in March. DONE. The date is set for March 7 beginning at 5:30 pm.
 - Treva estimates costs and we set fundraiser dinner ticket prices. May be able to raise from \$15 as we would expect a joint fundraiser to be in higher demand.
 - Need to know max number of dinners Treva can make, if we get more people, chicken fried steak is a pain, perhaps tri-tip or something else may be easier?
 - ➔ Action Item: Once we have a date set and talk with Treva about the food, Melissa can talk with Francis at Smokin' Pit BBQ to see if he could provide the meat at a discounted price.
 - We could presell tickets, could also accept other donations in advance if people can't attend.
 - Get silent auction items that are more variable than what 4H has gotten in the past.
 - Make desserts for live auction, usually goes over really well and is fun.
 - Who would be willing to help? Reach out if you are willing to be involved in the planning. We will ask for more volunteers closer to March.
- Grant opportunities: Christine Stokely found two grants that might help us. OSU Extension can't submit grants because they don't want to own anything like the panels.
 - Everything would need to be in the HCYLSA's name
 - We would have to request grant applications from some entities such as the state, extension couldn't get those as they aren't part of the non-profit.
 - Christine could help write the grants for the HCYLSA, but it would be in a non-official capacity.
 - Lots of grants have a quick turnaround period, so may need help meeting those.

- Some grants have matching funds, not any matching grants currently available that Christine is aware of.
- If we get the main information and writing pulled together, then that can be modified to each grant application with minimal time and impact.
- Bigger grants will take more time and require more effort to pull together.
- Christine is looking in other locations for additional grants.
- High Desert Partnership might be willing to review.
 - ➔ Action Item: Christine will reach out to High Desert Partnership to see if they might be able to assist in any way.
- Christine needs Pertinent information, accounting, materials it would be spent on, EIN, and Letters of support.
 - ➔ Action Item: ??? (Nicole? Shane? We didn't assign) will work with Christine to get the needed items.
- Abby had also mentioned helping.
- How much do we need for panels?
 - Priefert Factory may be willing to give panels at factory cost.
 - We've talked with Big R and they would be willing to help get items to us for cost.
 - We should also reach out to Central Oregon Ranch Supply
 - We like to keep it local if we can, but price still needs to be a factor.
 - Nicole has an estimate of the number and type of panels we would need in the presentation she put together, we can use that to start.

- **Chair Positions Open!**

- Open positions are: Chair, Vice-Chair, Auction Chair, Treasurer, Superintendents (Beef, Swine, Small Animals, Sheep will remain Gretchen and Goats will remain Ann Becker), Community at Large (2)
- Melissa Ward resigned as Beef Superintendent, and won't be able to fill that role next year.
- Anyone can nominate anyone else. However, the nominee must accept the nomination for their name to appear on our January meeting ballot.
 - Only voting members will vote on nominees
- Nominations:
 - Beef: Superintendent: Kurt Beaubien (nominated by Nicole), nominated Shilo Sitz.
 - Swine: Amanda will remain a nominee, but wants to know if there are others interested.
 - Small Animals: Christy will continue to be the superintendent, but would like a second superintendent to help.
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 - Chair: Donald Doverspike (nominated by multiple attendees), Jeff Cary (accepted nomination with the understanding he'd have a bit of a learning curve and haying season could be a challenge for time commitment).
 - Vice-Chair: Shane is willing to commit to 1 more year if there are no other nominees, but may have to resign after 1 year.

- Treasurer: Ann said she is willing to take another term but wants to know if other interests.
 - Some concerns over increased financial requirements due to the use of Fair Entry, Autumn promised to help more and we will keep figuring it out.
- Auction Chair: Katlen is willing to stay as a nominee.
- Community at Large: Current members are willing to stay but happy to be placed on a ballot to see if there is other interest.
- We can establish a nomination committee to reach out to people who were suggested and verify they are willing to accept a position if they are voted in.
 - Lead: Autumn, with help from Melissa, Amanda, Gretchen, Tina
 - Get descriptions for each position to share (bylaws)
 - ➔ Action Item: Autumn sends out an email about open positions and requests for nominations.
 - ➔ Action Item: Shylee make a post on Facebook saying we are accepting nominations
- If a nominee is a current board member (term not expiring) and they are voted into a different position and accepts, the position they are currently in would be vacant, and an interim person would be selected to fill in that position for the remainder of the term.
- Melissa saw banners for Grant County Champions at Chester's in John Day. Can we get banners set up at Safeway, Big R, or somewhere else? Can we talk with Chamber and get them hung at the light poles downtown?
 - Good idea! We will discuss more in January.
- Set weigh-in dates
 - Beef: If we need to use Mary Lee's, earlier in March is best
 - Steph made a motion for it to be on March 8, Ann seconded, all in favor.
Motion Passed
 - Email and post dates, times, and location TBD, dependent upon Fairground facilities availability.
 - Swine/Sheep/Goat: Gretchen motioned that it be on Father's Day weekend again, on June 14. Shane seconded. All approved. Time and location TBD.

Harney County Youth Livestock Show and Auction - Monthly Financial Report
 Tuesday, October 8, 2024

Checking Account (Bank of Eastern Oregon)

Beginning Balance 8/13/2024

\$ 65,561.19

Date	Vendor/Description	Memo	Check #	Expenditures	Revenue	Category
EXPENDITURES						
8/16/24	Etsy	(7) Tote bag awards & (8) Cooler bag awards	FTM	\$ (400.17)		Awards
8/20/24	Dr. Masie Custis	Reimbursement: Awards- items from Costco	1040	\$ (523.76)		Awards
8/20/24	Dr. Masie Custis	Reimbursement for awards: Amazon 6-24	1041	\$ (105.99)		Awards
8/23/24	Big R Burns	540 Eco Flake bundles @6.93 each	1039	\$ (3,742.20)		Supplies
8/27/24	Esty	Stickers & award for PeeWee Small Animal Judging Champion	FTM	\$ (85.28)		Awards
8/27/20	Oregon Dept of Agriculture	2024 License Renewa; for (2) devices/scales at harney County Fairgrounds	1043	\$ (378.00)		
8/30/24	Banners on the		FTM	\$ (287.52)		?
8/30/24	Tina Mello	Reimbursement: Buyers lunch supplies	1042	\$ (111.40)		Buyers Lunch
9/5/24	Afton Ticket		FTM	\$ (119.38)		?
9/11/24	USPS	Postage stamps	FTM	\$ (73.00)		Office
9/12/24	Tina Mello	Reimbursement: Buyers lunch supplies	1050	\$ (502.10)		Buyers Lunch
9/16/24	Producers Livestock	Add-ons paid to HCYLSA	1044	\$ (4,300.00)		
9/16/24	Producers Livestock	Add-ons paid to HCYLSA	1051	\$ (4,375.00)		
9/16/24	Producers Livestock	Sale proceeds from Square credit card payments	1045	\$ (33,442.97)		
9/18/24	Fed Ex		FTM	\$ (177.98)		
9/18/24	Elkhorn Media	(18) Radio spots & (2) non-spots	1046	\$ (75.00)		Advertising
9/19/24	Producers Livestock	Buyers payments paid to HCYLSA via Square	1053	\$ (821.55)		
9/19/24	Dr. Masie Custis	Reimbursement: Award items	1055	\$ (891.20)		Awards
9/20/24	Margie Rutherford	Reimbursement: Buyers lunch supplies	1052	\$ (173.12)		Buyers Lunch
9/20/24	Southeast Idaho Ultrasound LLC	Ultrasound services on 9-7-2024	1047	\$ (1,207.60)		
9/23/24	Chris Breitenstein	Reimbursement: Buyers lunch supplies	1049	\$ (190.06)		Buyers Lunch
9/25/24	Inklings Sign Designs	Banner for 2023	1054	\$ (85.00)		
9/26/24	Etsy	Award items	FTM	\$ (62.67)		
9/26/24	Etsy	Award items	FTM	\$ (491.55)		
10/1/24	Shepherd Graphics	(180) Youth livestock boards & 80 auction contracts	1048	\$ (149.50)		
10/2/24	Burns Times-Herald	Full-page color Buyers Thank You ad	1056	\$ (1,000.00)		
10/2/24	Texas A&M VMDL	(6) drug screen, plus accession fee	1057	\$ (542.50)		
10/4/24	Inklings Sign Designs	Banner for 2024	1058	\$ (85.00)		
10/7/24	Big R Burns	Marking paint	1059	\$ (40.92)		
10/7/24	Harney County Fairgrounds	Exhibitor fees	1060	\$ (365.00)		

REVENUE

8/14/24	FairEntry	FairEntry transfer	ACH	\$ 320.02		FairEntry
8/14/24	Deposit	Stall fees: Starbuck		\$ 55.00		Stall fee
		Swine Buckle: Vintage Beauty		\$ 250.00		Sponsor
		Donation: Burns Electric		\$ 50.00		Donation
8/15/24	FairEntry	FairEntry transfer	ACH	\$ 102.69		FairEntry
8/16/24	FairEntry	FairEntry transfer	ACH	\$ 311.98		FairEntry
8/19/24	FairEntry	FairEntry transfer	ACH	\$ 727.12		FairEntry
8/20/24	FairEntry	FairEntry transfer	ACH	\$ 262.32		FairEntry
8/29/24	Deposit	Add-ons: Field		\$ 150.00		Add-ons
		Add-ons: Root Asset Management		\$ 600.00		Add-ons
8/29/24	Deposit	Add-ons: Jenck Farms		\$ 3,000.00		Add-ons
		Registration: Potters		\$ 51.00		Registration
		Registration: Sykes		\$ 46.00		Registration
		Registration: Roberston		\$ 34.00		Registration
		Registration: Goss		\$ 55.00		Registration
		Registration: Zipser		\$ 42.00		Registration
8/30/24	Deposit	Banner return		\$ 287.52		
8/30/24	Deposit	Cash		\$ 100.00		Sponsor
		Sitz		\$ 250.00		Sponsor
		Les Sschwab		\$ 250.00		Sponsor
8/31/24	Deposit	Interest		\$ 2.78		
9/3/24	Deposit	Add-ons: Wheelhouse		\$ 625.00		Add-ons
9/9/24	Deposit	Square (Payments received via credit cards)		\$ 33,442.97		
9/12/24	Deposit	Goat Buckle: Lost Prairie Farm		\$ 250.00		Sponsor
		Add-ons: Sage Creek		\$ 2,500.00		Add-ons
		Add-ons: Riley Store		\$ 1,575.00		Add-ons
		Donation: Hennessey Livestock		\$ 225.00		Donation
9/12/24	Deposit	Cash: schmidt \$60;		\$ 101.00		
		Fees: Glascock		\$ 42.00		Registration
		Fees: Petersen		\$ 60.00		Registration
		Fees: Singhose		\$ 80.00		Registration
		Fees: Mclean		\$ 66.00		Registration
		Fees: Baker		\$ 60.00		Registration
		BMG Sponsor: Falck		\$ 200.00		Sponsor
		Fees: Bohnert		\$ 36.00		Bedding
		Fees: Grant		\$ 160.00		Registration

	Fees: Niemeyer	\$	96.00	Registration
	Fees: Rankin	\$	9.00	Registration
	Fees: Thompson	\$	30.00	
	Fees: Starbuck	\$	12.00	
	Fees: Grinder	\$	12.00	
	Fees: Cary	\$	36.00	
9/16/24	FairEntry			
9/19/24	FairEntry transfer	\$	800.00	
	Award sponsor-beef: Sitz Ranch	\$	250.00	Sponsor
	Award bred & owned: Beaubien	\$	250.00	Sponsor
9/30/24	Interest	\$	3.01	
9/30/24	Etsy return	\$	491.55	

Total Monthly Expenditures	\$(54,805.42)
Total Monthly Revenue	\$ 48,359.96
Ending Balance 10/8/2024	\$ 59,115.73

Savings Account (Bank of Eastern Oregon) "PASS THE PANTS" Donation Account

Opening balance 8/13/2024 \$2,929.60

Date	Vendor/Description	Memo	Expenditures	Revenue	Category
8/31/24	Interest	Interest posting		\$ 0.25	
9/3/24	Deposit	Donations		\$ 280.00	
9/30/24	Interest	Interest posting		\$ 0.26	

Ending Balance 10/13/2024 \$ 3,210.11