HCYLSA
May 12th 6 pm
Silvies River Charter School

Present: Nicole George, Amanda Tyler, Ann Becker, Melissa McElhannon, Masie Custis, Autumn Toelle-Jackson, Crystal Hussey, Shani Hodge, Crystal Otley, Shane Otley, Kurt Beaubien, Jay Nelson, Brandy Branstetter, Tina Mello, Katlen Schimmelpfennig, Katy Wallace

1. **Approve March Minutes (No April Meeting)**
   - Correct typo in Building Fundraising Update – Ed Staub not Sta, and misspelling of "Buermann's"
   - Added "*hopefully"* about the $25 exhibitor fee covering the "week-long" fair passes
   - Crystal motioned to approve minutes, Shani seconded, all in favor, none opposed. Motion carried.

2. **Treasures Report**
   - See Attached Financial Report.
   - Total $66,250.54 working capital, already removed outstanding checks (2 auction checks and multiple small premium checks.
     - How to get exhibitor's to deposit quicker?
       - Add the "Checks Void After 90 Days" statement to the checks.
       - Add that voided checks can be reissued upon request, with a $25 reissue fee into Exhibitor Handbook..
         Action Item→Autumn update Exhibitor Handbook
   - BEO asked if we wanted to renew line of credit.
     - Consensus was yes, it is good to have until we build up our account/operating funds to cover any issues such as animal loss.
     - The HCYLSA Board of Directors unanimously approved the renewal of its line of credit loan #0002-112601-8 for $100,000 with the Bank of Eastern Oregon.
   - Katlen is submitting receipt for tags $318.95.

3. **Fair Board Report**
   - Fair Board has some changes on the 10-pages (front and back) the HCYLSA/Harney County 4-H submitted for printing in the 2026 Harney County Fair Book changes, and requests that changes are made and returned to the fair board by Monday.
     Action Item→ Amanda and Autumn work to address changes as appropriate and provide updated document to the Fair Board by Monday May 18.
   - Fair Board voted to change fair dates to the weekend after Grant County. If we were changing this year (which we aren't, the dates for our fair would be August 19-23). The projected fair dates for the Harney County Fair, assuming Grant County continues to have their fair the third weekend of August, would be August 25-29, 2027 and August 23-27, 2028. The Fair Board would like to make the change in 2027, but can accept changing in 2028 to allow time for producer's to modify their breeding schedule.
     - Group consensus was that the change can be made in 2028, but changing it for 2027 wouldn't work well due to changing breeding cycles.

- Wash rack for racehorses (using racehorse funding from state legislature, will double as the Beef Wash Rack during fair.
  - It will be located west of the lean to and small animal wash rack, up against the fence, where it can drain directly into the pumping station.
  - There was sedimentation in the drain at the temporary beef wash rack from last year, and there is concern over time it would cause issues with the system, so the Fair Board doesn't want the wash rack on that side.
- Horse races will happen in July beginning in 2028, not during fair.
- No truck races during fair, moved to tractor pull in July.
- Power is getting put into the building now. Jay is trying to make sure there are enough outlets but doesn't know for sure what they are putting in.
  - Does include lights.
  - Not sure about ventilation.
- MOU Discussion & Vote
  - Jay came to Amanda's work to go over the MOU. It's not exactly what she thinks it should be, but it's better than the first one (though not as good as the one the committee had been working on with Rob and the county lawyer's assistance).
  - Amanda signed it after making sure that Jay realized that some things in the MOU won't happen, largely because of the late time of year and things have already been finalized, and making sure he knew that the committee still had to vote to adopt it. Now the committee can discuss it and vote whether or not to accept it.
  - Discussion:
    - Think we need to move forward with it, it probably won't ever be perfect, it's crazy for an MOU, never seen anything like it, but we just need to move on for the kids and make the best of the situation.
    - 3.2.7.c. is the main issue. Summarized, it states if the committee deems an animal unhealthy or unsafe, and the exhibitor/parent disagrees, they can take it to the Fair Board, who can then overrule the vet (unhealthy) and committee decision.
      - It goes against Oregon law. We are required to have a vet look at animals and follow the proper protocols (including quarantine and removal as appropriate).
      - This is a huge liability issue. If this moves forward, the Fair Board would have to accept all liability for any disease outbreaks or other consequences from allowing the animal deemed unfit to stay, show, and/or for any damage to people, property, or animals that may be caused by an unsafe animal that was allowed to stay.
      - Rob Frank raised the concern & wants this section in there.
      - Rob & the Fair Board don't like that only one person makes the decision to send an unhealthy or unsafe animal home.
        - It's not one, person. For an unhealthy animal, the vet makes the call, in consultation with a second vet, then the committee convenes to make the final call.
        - For an unsafe animal, a sub-committee consisting of a minimum of 4 people (positions defined based on situation).
    - MOUs should be agreements where we work together towards a common goal. It shouldn't be used as leverage for defining rules and how either organization does their work, it should just formalize agreement on who is doing/responsible for what.
    - How long do we go back and forth? It's already been dragging on for months. Maybe we need to get through this year and then work on it again this fall for next year.
    - If we put ourselves in that situation, and parent can contest the HCYLSA Committee decision. Then what happens?
      - They take it to the fair board for review and the fair board either reverses the decision or supports it.
      - If the fair board does not agree and wants the animal to stay, the fair board needs to take the full responsibility for any injury or outbreak that occurs.
      - The Fair Board could completely stop our show/auction while they consider the issue.
    - If a vet deems the animal unfit, it is a law that they need to out. I assume the Fair Board would comply with the law. The law trumps any MOU.

- We can just make an amendment to the MOU to cover a few things rather than voting it down and having to get another one in place. At this point, that seems like the easiest way to move forward.
- Motion to amend MOU 3.2.7.c. to strike it to comply with law. And to modify insurance to match email.
- Crystal moved to approve the MOU with an amendment to strike section 3.2.7.c, and to modify the insurance section to state that only the event insurance will be required by the fair board and the county. Melissa seconded. All approved, none against. Motion carried.
  →Amended MOU to strike section 3.2.7.c. and to provide the following text for the insurance requirements "5.1 HCYLSA shall, at its sole cost and expense, obtain and maintain in effect at all times the following insurance coverage:
  5.1.1 Event insurance with limits of not less than $1,000,000 each occurrence, $2,000,000 policy aggregate."

4. Panel/EcoBlock update

- Amanda ordered more panels to help meet our needs based on last year's show. Total cost was $15,800ish. Includes more pins/clips. Does not include a short panel to use for Swine Buyer Board Photos, but we are getting that donated. We will likely have to cover powder coating.
- Jeff Cary got some discounted ecoblocks at $50 per block. Matt Bigsy has hauled one load back (from Bend). Still 2 more loads needed to finish off the rows. Trying to back haul to make it cheaper. Amanda will reach out to other truck drivers locally and see what we can arrange.
  - Lindsey told Jay she only wanted 2 rows of blocks. However, Amanda already talked with Lindsey who gave approval. The wall needs to be completed to help prevent water from draining into the lean-to area, and to minimize noise and visual distractions that may spook animals in the lean-to.
  - ACW may be able to donate use of telehandlers if they are available.
    Action Item→ Amanda will reach out to Lindsey again to clarify.

5. Pig Weigh-In

- There are sick pigs in the county. 3 Pigs have died, a 4th is sick. It sounds like it's the PRRS virus, which is fairly common and is always a risk when multiple animals come together. Sickness is an issue for all animals, which is why biosecurity can be a big deal.
  - People have been contacting Amanda and OSU extension with their concerns (specific to swine).
  - Exhibitor handbook currently says if you have sick pigs, bring them to weigh-in, but they will be tagged in the trailer and not weighed.
  - If you have sick pigs (or sheep, or goats), or animals that have been sick since you brought them home, keeping them at home is really the best protocol.
    - We can go to them to tag those animals.
    - Another option is they could tag at home and we can go verify.
    - Should be on a case by case basis.
    - Exhibitor MUST reach out to the committee, via the extension office (Autumn at 541-573-8384), and make arrangements prior to weigh-in.
    - If no arrangements are made in advance of weigh-in, those animals will not be able to be tagged.
    - These animals will not participate in the Rate of Gain or Ultrasound Contest, though they will still receive Ultrasound data.
  - If animals they aren't sick, can they bring them and choose to stay in the trailer (and not weigh the animal), and opt out of Rate of Gain and Ultrasound Contest?
    - Yes. We will have booties and can tag animals in the trailer.
      - ❖ For Pigs, please bring a pig board or two, or pieces of plywood, to use as a board to contain pigs within the trailer, with minimized risk of spreading a sickness.
- You can buy a small scale for test weights fairly inexpensively, which can give you an idea of the animals weight, though only the livestock scales will be official.

- Animal work days aren't required and the best way to ensure your animal stays healthy is to keep them at home and away from outside animals. There is always a risk of sickness when hauling animals to shared locations.
  Action Item → Autumn - Make a post on Facebook, send an email, reach out to leaders (Email sent with March Minutes).

6. **Panels/Ring Setup for Animal Work Days**
   - Fair Board said we could set up and begin animal workdays after weigh-in between June 14 and August 23, and they would notify us if they need moved.
   - Plan was to set up small animal wash racks, as well as a show ring (divided in ½, one section for swine and one section for other animals), along with some holding pens, using new panels.
     - Allows for some panels to already be setup (wash racks)
   - July is the tractor pull, and since the building is unavailable, they will be using at least part of the lean-to, so these might be in the way.
   - Can we use the old panels? Some are on the side of the container and some ontop. They are easier to set up and less risk of damage from other events.
   - Melissa has kids already organized to help setup the area.
   - Can we use the covered arena (red building) like we did last year?
     - There were lost of issues with Swine getting cuts and scratches as it isn't easy to set that up in a way that is safe for them, especially with it being so far from the scales.
     - Also issues with animals developing coughs, likely from all the dust in there.
     - Limited water faucets made it very difficult to keep pigs from overheating.
     - Better to just minimize footprint as much as possible, and take them down for events like the tractor pull if we need to.

   Action Item → Amanda will check with Lindsey to figure out a plan.

7. **Buyer's Lunch**
   - Roxanne Bailey wants to get involved and help out with the buyer's lunch. She will come to the next meeting. She wants to try to do things grown in Harney County
   - Matt & LeAnn are doing cooking again for us (meat only).
   - 4-H will provide other volunteers (adults and kids), as needed.
   - Can we estimate the # of people who typically show up? Amanda may be able to donate locally grown pork.

8. **Extension Update on Show (Autumn)**
   - Exhibitor Handbook – Sent Lindsey the 10 pages (front and back) for HCYLSA & 4-H Combined (thanks for letting 4-H tag on!)
     - Version of HCYLSA & Harney County 4-H Exhibitor Handbook to print is under final review by 4-H.
       - No substantive changes to the HCYLSA portion following approval, so don't need another review by the committee, but they are welcome to review if they want.
       - Hope to get this to the printer next week.
       - How many copies? Print at least 1 for each youth that registers, but others for buyers. Probably 200-300?
   - Judges – Sheep/Goats Ashley Roles, Swine Sandi Weishaupt, Beef John Dimick, Small Animal Shylo Walker, Ultrasound Joel Packham
   - Show Office – We should get later this month. Once it's ready, Autumn will work with Lindsey for a temporary location for it at the fairgrounds where it can be out of the way of any work that may be occurring and events, but not in a field (try to limit mice activity). We will pay people to come move it as needed for fair and other events.
     - Once we have it, we will measure for signs and work with Les Schwab to get signs on both sides documenting their support of the HCYLSA & 4-H.
     - OSU Extension, with the help of a summer intern and other volunteers, will work to get the inside completed.
     - If you have any items that might be helpful you want to donate, reach out and let us know.

- Stall Layout at Fair
  - We will need to have a layout drafted and submitted to the Fire Marshall (via the Fair Board) fairly early.
  - It's hard when we don't have an idea of how many we will need for each species.
  - After weigh-in, we will have a pretty good idea on all market species, and can estimate production based on last years numbers.
  - We already know market beef.
  - Since beef are going to have to use a wash rack west of the lean-to, maybe we move them into the building and put their show ring the farthest West to minimize the distance they will need to travel.
    - Swine could go in the middle ring, and sheep/goats on the eastern side.
    - The beef inside could use stall mats to keep fancy arena dirt as clean as possible.
  - Hopefully fitting chutes can be outside, either in the lean-to or on the side of the building, but it will depend on the outlet situation. We may have to be creative to make it work!
    Action Item → Based on discussion, Autumn will play around with some layouts and bring them to the next meeting (after weigh-in).
- Night Watch – Would really like to take this effort off of the parents. Fair is long enough without this being a thing.
  - Would like to pay (or make a small donation) to an organization that can help. Committee in favor of this approach, would need to verify the amount and vote.
  - Reach out to Search & Rescue, Fire depts, others?
  - One group for all nights would be best logistically, but a different organization for each night would also work.
    Action Item → Autumn – Reach out to groups and see what we can make happen before registration opens.

9. Fair Planning – Re: Parent's & Youth (Amanda)

- For safety swine barns closed to public, see MOU for what they want to change it to.
- Approved Exhibitor Handbook already addressed this. See that changes have already been made.
- The barn is closed to all but exhibitors and volunteers, but it is not a hard and fast rule. If parents feel they need to be in with their kids, they can do that, but to ensure a safe area for animals and people, they will need to be in the pen and not loiter in the aisles. Remember, youth should be doing all the work, with guidance and direction from adults. Peer to peer support, including a mentorship program will hopefully help ensure support is available for all youth, and parents can enjoy the show knowing the HCYLSA is supporting their kid to the maximum extent possible.

10. Awards Committee Meeting June 4 @ 6 pm at the courthouse.

11. Media report from FFA – Not Present due to Crane Award Ceremony

12. Concerns/ Questions

- **Beef Trimming – Crystal will send number to Kurt to organize.**

Next meeting June 9 (Tuesday after weigh-in). Meeting Adjorned at 7:20 pm (ish)

Harney County Youth Livestock Show and Auction - **Monthly Financial Report**

Mar 10 - Apr 14, 2026

Checking Account (Bank of Eastern Oregon)

Beginning Balance 3/10/2026 **$ 32,320.44**

Date	Vendor/Description	Memo	Check #	Expenditures	Revenue	Account	Detail
EXPENDITURES							
3/13/26	Cash	Cash for money box at Fundraiser dinner	1138	$ (500.00)		OpEx	Fundraiser
3/18/26	INTUIT Quickbooks Online	Monthly subscription fee	ACH	$ (38.00)		OpEx	Office Expense
3/31/26	Old Hickory Sheds	Purchase HCYLSA/4-H show/auction office building	1139	$ (10,622.25)		OpEx	Equipment
4/7/26	HCRM Corp	(18) Eco blocks	FTM	$ (900.00)			Supplies
4/8/26	Matt Bixby Trucking	Haul eco blocks to fairgrounds	1140	$ (700.00)		OpEx	Supplies
4/8/26	Burns Elks Lodge	Fundraiser dinner prep	1141	$ (2,025.00)		OpEx	Fundraiser
4/20/26	INTUIT Quickbooks Online	Monthly subscription fee	ACH	$ (38.00)		OpEx	Office Expense
5/8/26	HC 4-H Association	50% Split fundraiser dinner proceeds	1141	$ (2,025.00)		OpEx	Fundraiser
9/23/25	Davis, Rayf	Livestock auction payout: CHECK NOT CLEARED	3031	$ (4,627.58)			Auction payout
9/23/25	Davis, Jesse	Livestock auction payout: CHECK NOT CLEARED	3032	$ (4,333.08)			Auction payout
9/23/25	Davis, Korbin	Livestock auction payout: CHECK NOT CLEARED; reissued 2/18	3033/1134	$ (12.00)			Premium payout
9/23/25	Gahley, Daxton	Premium payout: CHECK NOT CLEARED	3045	$ (6.00)			Premium payout
9/23/25	Gahley, Tucker	Premium payout: CHECK NOT CLEARED	3048	$ (6.00)			Premium payout
9/23/25	Gray, Garret	Premium payout: CHECK NOT CLEARED	3057	$ (27.75)			Premium payout
9/23/26	Owen, Troy	Premium payout: CHECK NOT CLEARED	3104	$ (6.00)			Premium payout
		Outstanding checks = $9,018.41					
REVENUE							
3/11/26	Stripe transfer	Dinner tickets - fundraiser			$ 193.30	Income	Fundraiser
3/12/26	Stripe transfer	Dinner tickets - fundraiser			$ 115.92	Income	Fundraiser
3/13/26	Stripe transfer	Dinner tickets - fundraiser			$ 212.72	Income	Fundraiser
3/16/26	Square transfer	Donations-online sales from fundraiser			$ 2,556.34	Income	Fundraiser
3/16/26	Deposit	Re-deposit cash for money box from Fundraiser			$ 500.00		Fundraiser
3/16/26	Deposit	Donations-various checks from fundraiser			$ 875.00	Income	Fundraiser
3/16/26	Deposit	Donations-various checks from fundraiser			$ 6,276.00	Income	Fundraiser
3/17/26	Stripe transfer	Dinner tickets - fundraiser			$ 38.54	Income	Fundraiser
3/19/26	Deposit	Donation: Les Schwaub for HCYLSA/4H office building purchase			$ 10,000.00	Income	Donation
3/19/26	Deposit	Donations-various checks from fundraiser			$ 282.00	Income	Fundraiser
3/25/26	Deposit	Donation: Ed Staub to use towards new office building			$ 2,500.00	Income	Donation
3/25/25	Deposit	Donation: D Square ranch LLC for 2026 Beef Ring Sponsor			$ 1,800.00	Income	Fundraiser
3/31/26	BEO	Interest posting			$ 1.81	Income	Interest
4/8/26	Deposit	Donations-various checks from fundraiser			$ 100.00	Income	Fundraiser
4/30/26	BEO	Interest posting			$ 1.87	Income	Interest
		Total Monthly Expenditures		$ (25,866.66)			
		Total Monthly Revenue			$ 25,453.50		
		Ending Balance 5/12/2026			**$ 31,907.28**		

Savings Account (Bank of Eastern Oregon)

Beginning balance 3/10/2026 **$34,337.52**

Date	Vendor/Description	Memo	Check #	Expenditures	Revenue	Account	Detail
3/31/26	BEO	Interest posting			$ 2.91	Income	Interest
4/30/26	BEO	Interest posting			$ 2.83	Income	Interest
		Total Monthly Expenditures		$ -			
		Total Monthly Revenue			$ 5.74		
		Ending Balance 5/12/2026			**$ 34,343.26**		

Total cash assets as of 5/12/2026 **$ 66,250.54**