

FSMG Meeting Minutes
Tuesday Nov 4, 2014 - 8:00 - 8:50 AM
Event Center Conference Room

Members Present: Mark McCauley, Sharon Crouch, Judie Stanton, Rosemary Cooke and Kelley Babcock

Staff Present: John Morrison, Heidi O'Hara and Matt Ferris

Guests: None

The meeting was called to order at 8:00 am. Mark McCauley turned the meeting over to John Morrison.

John Morrison, Executive Director/Fair Manager/CEO:

Minutes - John distributed copies of the minutes of the November 4, 2014 meeting that were sent to the Board. A motion was made by Sharon Crouch to approve the minutes. Seconded by Judie Stanton. Motion unanimously passed.

Fair Report - John reviewed the financials for the 2014 Fair as of October 31, 2014. He recapped both the income and expenses received as well as the outstanding receivables and invoices. He estimated that the bottom line Profit and Loss will exceed \$500,000.

FSMG Contract Status - John reported that the FSMG contract for operation of the Event Center was approved by the BOCC on October 14, 2014 as part of the Consent Agenda. It will take effect on January 1, 2015.

Washington State Fairs Association (WSFA) Convention Report - John reported that four members of the FSMG staff attended the WSFA Convention in Pasco, WA from October 23-25. Formal presentations were made by John, Heidi O'Hara and Matt Ferris on a variety of subjects pertinent to Fairs. John was elected as President of the WSFA for the coming year and can serve two one-year terms. Matt Ferris briefed the Board on the 14 awards won by the Clark County Fair in several categories. It was the most awards received by any County Fair at the convention. The most significant item to come from the convention is the state-wide effort that will be necessary in order to save the Fair Fund. The fund was eliminated from the draft budget that was sent to the Governor in September. This was the result of a directed 15% general fund cut from agency budgets necessary to address the increased education funding requirements of the McCleary decision by the Supreme Court. The WSFA Board and as many member Fairs as possible will travel to Olympia in January to talk to their legislators about the educational value of Fairs to the public, the positive youth development opportunity Fairs represent and the positive economic impact Fairs have on their local communities. It is hoped that the House or Senate will have the Fair Fund re-inserted into their version of the budget. There are several Fairs that have in excess of 50% of their total budget tied to the fair Fund. Loss of that will

probably result in some of the smaller Fairs not being able to operate. The Fair Fund is \$2 million per year and is distributed to Fairs proportionally each spring.

Heidi O'Hara, Director of Sales and Events:

Booking Update – Three events took place in the Exhibition Hall in the month of October. The MMA Fight Night on Oct 11 exceeded projected revenue by \$3,589. The PNPA Poultry Show on Oct 18-19 exceeded its estimated revenue by \$800, and the Vancouver Kennel Club exceeded its estimated revenue by \$5,611 due to an increase in their number of dogs and attendance. Overall the Exhibition Hall was up \$10K over the monthly projection. The arena booked two weekends of the month, with one late cancellation and the other weekend included in the Vancouver Kennel Club event. The monthly revenue of \$8,775 exceeded the projected by \$485.

Concessions RFP Update – The concessions RFP was issued and it was reported that there were three companies bidding. Handcarts NW and Food 4 You (both Fair vendors with knowledge of the facility) and the existing Ovarions catering concessionaire. All bids were in the process of being reviewed and scored to be decided upon in mid-December.

Closed Session - A closed session was called to discuss legal matters and upcoming personnel evaluations.

Next meeting - The next meeting was scheduled for Monday, December 1, 2014 at 8:00 AM in the Event Center Conference Room. This is a day earlier than normal and was to accommodate a schedule conflict and to ensure all members were present for the discussion of annual personnel evaluations.

Meeting adjourned at 8:50 AM.