

Southwestern Fair Commission, Inc  
Meeting Minutes  
January 26, 2017

The Meeting of the Board of Directors/Members of the Southwestern Fair Commission, Inc., a nonprofit corporation, was duly called and held at the Pima County Fairgrounds La Cantina Meeting Room on Thursday, January 26, 2017.

**Directors Present:** Marvin Selke, President; Judy Patrick, Secretary; Don Clark, Treasurer; Alan Levin, Director; Jim Murphy, Director; Mark Cowley, Director.

**Staff Present:** Jon Baker, Executive Director; Julia Heavner, Administrative Assistant; Bryon Lopez, CFO; Phyllis Ellis, Concessions; Launa Rabago, Marketing; Bert Rodriguez, Maintenance.

**Others in Attendance:** Jim Fieber, Power from the Past; Matthew DeYoung, Blue Bayou.

- a. **Call to Order:** Marvin Selke called the meeting to order at 9:08 am followed by the pledge of allegiance.
- b. **Roll Call:** Jeff Cesare, absent. Mark Cowley, Director, arrived at 9:30 am.
- c. **Call to the Public:** None

**2. Staff Reports:**

**a. Executive Director**

**i. Interim Events**

Jon spoke of events being booked faster than they ever have. He spoke of several events coming up such as Gem & Jam, Vail Pride Day and the Escapees and Passport America RV Rallies.

**ii. Projects**

Jon pointed out on the aerial map the locations of two projects and spoke of what still needed to be done. He is hopeful that the projects will be completed in 3 weeks. He stated that the revenue the projects will generate from upcoming events will be rewarding. The Old Pueblo Hall Project is in the process of installing alarm systems then approval will be needed from the Fire Marshall.

**iii. Eventing**

Chris Young and Jon Baker are working together to get the agreement completed with the Southern Arizona Eventing Association to make sure it's compliant with County requirements.

**iv. Power from the Past**

Jon pointed out the existing location of Power from the Past and discussed that it will be relocated next year. The new location will be inside and around the back of Pima Hall. He mentioned that they are still working on the space and are trying to create a pathway that will be permanent and used for other events besides the Fair.

**v. Pima County Fair**

Jon mentioned entertainers are already in order for the Fair. Launa Rabago did announce Ramon Ayala y Sus Bravos del Norte and will start announcing more entertainers next week. Jon and Launa will send out a list of entertainers to the Board once the contracts are approved. Jon mentioned a lot of good concerts for this upcoming Fair. Jon also spoke of working with Chris Lopez on the layout of the RCS Carnival. Jon mentioned that the canned food drive will be shifting from 2 to 3 cans of food to help the food bank stock their shelves even more this year. Launa highlighted that the program and app will be available in spanish and that the Fair might be the first to do that.

**vi. Houghton Road Safety Corridor**

Jon mentioned that he has volunteered to serve on the committee and will be attending the public meetings to get everyone involved in making Houghton Road safer. Jon is working on getting approval for a traffic or sensor light to be added on Brekke and Houghton Road.

**a. C.F.O**

**i. Financial Report**

Bryon went over the financial report and updated Board Members and Staff on the net income, fixed assets, payables and receivables categories.

**3. Consent Agenda:**

**a. Review, discussion and possible action on minutes of the 12/15/2016 Board meeting.**

Judy Patrick made a motion to accept the Consent Agenda as presented. Jim Murphy seconded the motion. The motion passed.

**4. Old Business:**

**a. Review, discussion and possible action on the Southwestern International Raceway agreement. This agenda item relates to legal advice, contracts and/or lease real property, and may be discussed in executive session pursuant to A.R.S. Sec. 38-431.03 (A) (3), (4) and/or (7).**

Marvin mentioned working on the new terms of the management agreement. Marvin spoke of possible fees and improvements that Blue Bayou has made. Jon handed out a detailed report of Blue Bayou's Rental Fees and track improvements. He went over the improvements that Blue Bayou did without any management agreement in place yet. Jon stated that Blue Bayou had to make repairs on the track in order for them to operate and feels that they have shown SWFC their true commitment. Jon stated that it is a significant performance by them without a long-term agreement. Judy Patrick made a motion to authorize staff, together with our attorney, to execute a management agreement with Blue Bayou based on the rental fees and documentation of capital improvements as discussed. Don Clark seconded the motion. The motion passed.

**b. Review, discussion and possible action on the board's recommendation of a renewal or replacement for one board seat expiring on 12/31/2016. This agenda item relates to**

**discussion or consideration of appointment of a member, director, officer or appointee of the Pima County Fair Commission, and may be discussed in executive session pursuant to A.R.S. Sec. 38-431.03 (A) (3) (1).**

Marvin spoke of opening the commissioner position immediately. He stated that the position will be posted on Pima County Fair's website. He mentioned setting up a time frame. Marvin spoke of encouraging the Board to look for more candidates. Marvin suggested if they get 3 to 4 candidates that they interview all of them together to try and avoid a special meeting. Mark Cowley suggested interviewing at the next board meeting on March 30<sup>th</sup>, 2017. Marvin agreed and stated that the commissioner position applications will close on March 2, 2017.

**c. Review, discussion and possible action on starting a 501c3 Foundation.**

Jim Murphy stated that nothing has moved forward on the 501c3. A small discussion about having a 501c3 and whether or not it is needed was mentioned by Mark Cowley and Don Clark. Jim Murphy mentioned coming back to this subject in the future. Bryon Lopez asked if he could drop this item off the agenda until future notice.

**d. Review, discussion and possible action on the agreement with RCS, the carnival company.**

Jon mentioned staff and he met with RCS Carnival representatives as he does every year to get the layout of the carnival before the Fair. After this year's Fair Jon will start their discussion on the agreement with RCS. Jim Murphy brought up some issues that the carnival had last year and if those issues will be resolved. Jon confirmed that he did discuss the concerns he had for this year's Fair with RCS and they have come to an agreement. Jon did mention RCS is working on a creative layout and new rides. Jon mentioned that they have 2 wrist band nights and have added 1 more in the last 4 years and presales located at Fry's are still the best value on rides. Launa mentioned that you can purchase tickets starting March 27<sup>th</sup>, 2017 at Fry's locations.

**5. New Business:**

**a. Review, discussion and possible action on renaming OP Hall.**

Marvin mentioned that staff came to an agreement on the names Turquoise and Copper for Old Pueblo Hall's two new rooms. Marvin and Judy Patrick agreed that staff should come to an agreement on A & B or 1 & 2. Jon mentioned renaming of Old Pueblo Hall and what names the staff came up with. Marvin stated that he would like to leave the decision and discussion up to staff. Jon stated he will have a discussion of the new name for Old Pueblo Hall at the next staff meeting.

**b. Review, discussion and possible action on increasing efforts to develop more partnerships with organizations with agricultural interests.**

Marvin discussed proceeding with this development. Jon mentioned working with horticultural groups and master gardeners. Jon pointed out on the aerial map of a possible location for the horticultural and mastering garden program located behind Old Pueblo Hall and the educational benefits to this development. Marvin appointed Jim Murphy, Jon Baker and himself to serve as an Agricultural study committee to bring back ideas to the Board. Marvin also went over the open meeting laws and how they pertain to committees.

**c. Review, discussion and possible action on performance and wage review of the Executive Director, This agenda item relates to employee compensation and benefits, and may be discussed in executive session pursuant to A.R.S. Sec. 38-431.03 (A)(1).**

Don Clark made a motion to go into executive session for this item. Mark Cowley seconded the motion. The board went into executive session at 10:36 am. Mark Cowley made a motion to go out of executive session. Jim Murphy seconded the motion. The board came out of executive session at 10:59 am.

**6. Annual Agenda:**

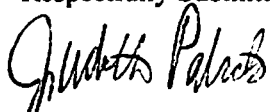
**a. Review, discussion and possible action on electing new officers of the Southwestern Fair Commission, Inc.**

Judy Patrick nominated Marvin Selke to be the President of the Southwestern Fair Commission. Don Clark nominated Judy Patrick to be Secretary of the Southwestern Fair Commission. Judy Patrick nominated Don Clark to be Treasurer of Southwestern Fair Commission. All were elected by unanimous vote.

**7. Closing Matters:**

- a. Announcements:** Marvin mentioned Jon Baker and his speech at the IAFE Hall of Fame Inductee and that he did a super job. Marvin also mentioned all future meetings will start at 9:30 am.
- b. Adjournment:** Don Clark made a motion to adjourn the meeting at 11:06 am. Alan Levin seconded the motion. The motion carried. A meeting of the Pima County Fair Commission was conducted following the SWFC meeting.

Respectfully Submitted,

  
Judy Patrick  
SWFC Secretary