

Summary Minutes  
Fairgrounds Improvement Board  
November 20th, 2013, 4:00 p.m.  
Crown Royal Room  
Benton County Fairgrounds

Board Members Present

Mike Holstein  
Jeff Van Meighem  
Jan Wiggins  
Amanda Matthiessen  
Dan McDaniel

Benton County Employees

R.J. Lott  
Dean Docken  
John Donley

Call to Order/Roll Call

The regularly scheduled meeting was brought to order by Chairman Dan McDaniel and attendance of the Fairgrounds Improvement Board members was taken. All five of the Board members were present.

Pledge of Allegiance

Unfortunately, there was not an American flag available for this meeting.

Previously Approved Minutes

The minutes from the September 25th meeting were approved by the Board. There was no further discussion regarding the minutes.

Previously Scheduled Business:

2013 Benton-Franklin Fair and Rode Discussion

Chairman Dan McDaniel touched on highlights of this year's Fair. The topics that were discussed briefly included attendance in comparison to past years, a successful security plan that was implemented and possible changes for the upcoming years to come.

Scheduled Business

Itemized Discussion of Board Suggestions to County Commissioners

The Board Coordinator presented a list of frequently occurring Fairground items that had been discussed by the Board in 2013 that might be forwarded to the County Commissioners for consideration. The purpose of the Board deliberation was to prepare a short list in order of preference for the County Commissioners to take a look at for the benefit of improving the Fairgrounds. In order of preference, those six items were:

- Fairgrounds website improvement.
- An increase in signage around Kennewick.
- Improvements to the parking lot and light poles.
- Providing irrigation water to the most southeasterly locations.
- Implementing a fairgrounds-wide public address system.
- Installation of a reliable Wi-Fi system for public use.

Itemized Discussion of Kamiakan High School Culminating Project Ideas

The Board Coordinator also presented the Board a list of potential projects that seniors at Kamiakan High School could complete at the Fairgrounds. The list that was agreed upon by the Board is shown below in no particular order:

- Website/Facebook Fairgrounds page.
- A parking and traffic plan.
- Landscaping.
- A local plan for in-town signage.
- Fairgrounds brochure development.
- Telephone pole painting.
- Mentoring/job shadowing.

Amendments and Alterations to "Fairgrounds Improvement Board: Guidelines and Expectation."

The Board pondered and deliberated any potential changes to the guidelines that the members may have. By a unanimous vote, the Board primarily amended meetings to the third Thursday of every other month and to change the start time to 5pm. Other changes include the alteration of sample agenda to add a Pledge of Allegiance and a poll of the Board.

The next scheduled meeting has been set for January 16th, at 5:00 p.m. in the Crown Royal Room at the Benton County Fairgrounds.

Adjournment

The Fairgrounds Improvement Board meeting concluded at approximately 5:30 p.m.

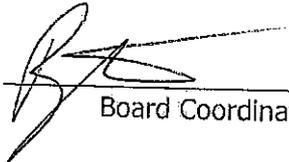
Minutes approved by:

  
Chairman

Date

1-10-14

Minutes approved by:

  
Board Coordinator

Date

Jan 10 2014