

FSMG Meeting Minutes
Tuesday Oct 7, 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 and Heidi O'Hara

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 September 2, 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 August 31, 2014. All indications are that the Fair was very successful. 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 \$450,000.

FSMG Contract Status - John reported that the FSMG contract for operation of the Event Center will be presented to the BOCC on October 14, 2014 as part of the Consent Agenda. If approved, it will be circulated for signatures in the next week or so after that meeting. After conversations with the Prosecuting Attorney's office, one minor change was agreed to and made to the document prior to submission.

Credit Card Status - John reported that he had a second meeting with Riverview Community Bank and they are ready to issue a commercial credit card for use by the FSMG Executive Director and Director of Marketing. John reiterated that he would pre-approve all purchases, ensure purchases were budgeted items and reconcile the account in the same manner as was done with the P card.

FOI Request - John reported that there is a court date set to seek permanent injunctive relief from releasing attorney-client privileged emails to the Second Amendments Rights Association.

Audit Report Update - John reported that the Event Center Audit Report was briefed to the County staff. Commissioner Mielke expressed his confidence that the management team in

place at the Event Center would address all findings and produce the desired level of internal controls.

Heidi O'Hara, Director of Sales and Events:

Booking Update – A review of the current monthly booking cycle was made with September event revenue of \$27,587, exceeding the projected \$23,546. Both the Run or Dye 5K and Collectors West Gun Show exceeded the monthly projection, with Storm City Roller Girls and Just Between Friends Consignment Sale slightly behind. It was noted that three prospective events for October had cancelled. The Golf Show, Bonneville BPA and Skookum were tabled for possibly 2015. Jurassic Quest also moved their November event to February 2015. It was noted that the National Street Rod Association cancelled their event in 2015 due to low attendance over the July 4th weekend with no other weekend options for them to move to at this point in time. Two new events, Festival of the Angels and a new Tattoo show were added for Spring 2015. Annual revenue is currently tracking approximately \$10,000 above 2013. Overall, Spring 2015 and Fall Prospective events are looking to make 2015 a strong year.

Next meeting - The next meeting is scheduled for Tuesday, November 4, 2014 at 8:00 AM in the Event Center Conference Room.

Meeting adjourned at 8:50 AM.