

Southwestern Fair Commission, Inc
Regular Meeting Minutes
August 27, 2020

The Meeting of the Board of Directors/Members of the Southwestern Fair Commission, Inc., a nonprofit corporation, was duly called and held as an internet conference at Zoom.us on Thursday, August 27, 2020.

Directors Present: Marvin Selke, President; Judy Patrick, Secretary; Alan Levin, Director; Mark Cowley, Treasurer; Jim Murphy, Director; and Ron Allen, Director.

Staff Present: Jon Baker, Executive Director; Julia Casillas, Administrative Assistant; Bryon Lopez, CFO.

Others in Attendance: Florina Lopez, Pima County Attractions and Tourism.

- a. **Call to Order:** Marvin Selke called the meeting to order at 9:40 a.m.
- b. **Roll Call** Garrett Ham, Director, absent
- c. **Call to the Public:** None

2. STAFF REPORTS:

a. Executive Director

i. Interim Events

Jon Baker talked about the upcoming horse show events for fall and spring. He mentioned the good thing about these events. They are naturally a social distancing event and can be held at the Fairgrounds with approval from the County. He stated that all events on the Fairgrounds have been going through a process of approval or denial by Pima County. Launa Rabago submits the template created by the County to get the approval. Jon stated that the Dog Show canceled, and he does not see a possibility of the Gun Show happening. Many events that are held inside have canceled for the year.

ii. ADOT

Jon Baker stated that the contract was approved to start the new overpass on I-10 on August 31st, 2020 and will start to close the off ramps. The construction home base will be on the Fairgrounds and should take about 18 months.

iii. Pima County Projects

Jon Baker mentioned that he was participating with the County on the design work of Houghton Rd. in front of the Fairgrounds. He stated that his big pitch is to add a traffic light at Brekke and Houghton Rd. and stated, so far, the County was very receptive to that idea.

b. C.F.O.

i. Financial Report

On behalf of the Board, Marvin Selke thanked Bryon Lopez for the excellent job he has done in keeping the Board informed on the current Cash Flow as well as securing some IRS Employee Retention Credit.

Bryon went over the Internal Financial reports. He mentioned that the audit is in process and has been going very smoothly. He went over the current assets, fixed assets, deposits, and deferred revenue. He stated that the Fair column is down but, in the horse show and concert columns, it shows they are ahead of budget. Mark Cowley mentioned being very pleased with the outcome of the Interim events.

3. **CONSENT AGENDA:**

- a. Discussion/action regarding minutes of the 6/25/2020 regular Board meeting.
- b. Discussion/action regarding updating authorized signers for our BBVA account.

Jim Murphy made a motion to accept the Consent Agenda as presented. Mark Cowley seconded the motion. The motion carried.

4. **OLD BUSINESS:**

- a. Discussion/action regarding future Fair dates and times.
Jon Baker mentioned Easter falls again on the fair dates for the year 2022. He stated that moving the Fair a week later would place the Fair off Easter and would not affect 4-H or Livestock. He stated that he did not know where the Fair dates would be for the year 2021 since they are still working on vaccines. He mentioned delaying the Fair until May or possibly the fall of 2021. He suggested delaying further discussion of the Fair dates for 2021 until the October Board meeting.

5. **NEW BUSINESS:**

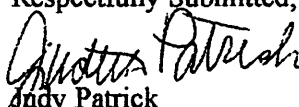
- a. Discussion/action regarding employee profit sharing contribution.

Judy Patrick made a motion that there will be no profit sharing this fiscal year. Mark Cowley seconded the motion. The motion passed.

- b. Discussion/action regarding update from the 501C3 Committee.
Jim Murphy mentioned meeting with the Committee and considering Jon's recommendation, due to the reduction of staff, implementing a 501C3 should be delayed until further notice. This will allow staff to have time to further discuss and evaluate forming a 501C3.

6. **CLOSING MATTERS:**

- a. Announcements
Marvin Selke thanked Julia Casillas for setting up the Zoom meeting.
Marvin also mentioned Mark Cowley has a pending operation coming up in the future and on behalf of the Board wished him well.
- b. Adjournment
Judy Patrick made a motion to adjourn the meeting at 10:23 a.m. Mark Cowley seconded the motion. The motion carried. A meeting of the Pima County Fair Commission was not conducted.

Respectfully Submitted,

Judy Patrick
SWFC Secretary