

# Lincoln County Fair Board

## Meeting Minutes

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For Agenda Posted on November 21st, 2025

The Lincoln County Fair Board conducted a meeting on the **2nd of December 2025**, at 6:00 p.m. in the main exhibit hall of the Agri-Civic Center.

- 1) Call the meeting to order
  - a. 6:01pm
- 2) Roll call of board members

	December 2nd, 2025 Meeting			
Member	Present	Tardy	Absent	Notes
Jimmy Davis	x			
Cecil Berry	x			
Larry Sherman	x			
Chad Imhoff	x			
Steve Orr		x		6:03pm
Mitchell Armitage			x	
Lauralee Prough	x			
Jesse Green		x		6:13pm
Sunny Herrmann	x			
Public Attendees – December 2nd				
Carlie Doepker			Kellie Warne	
Marlon Miller @ 6:04pm			Cody McCarley	
Chad Miller			Leslie Wilbourn	
Jeff Wilbourn				

- 3) *Discuss and take possible action to approve Treasurers report for the month of November.*
  - a) *Lauralee Prough motions to approve the minutes for the month of November.*
  - b) *Jimmy Davis seconds the motion.*
  - c) *Approved 7-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*
- 4) *Discuss and take possible action to approve the minutes from the November 4<sup>th</sup> regular meeting.*
  - a) *Jimmy Davis motions to approve the minutes from the November 4th regular meeting, with name correction to 12C.*
  - b) *Sunny Herrmann seconds the motion.*
  - c) *Approved 6-2-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Steve Orr, Larry Sherman, Jimmy Davis. Abstained- Jesse Green, Lauralee Prough*
- 5) *Public Participation:*
  - a) *Any citizens that wish to make a presentation to the fair board about a current agenda item. 2 mins*
    - I. *No participation*
  - b) *Any citizens that wish to make a presentation on agenda item for future consideration. 2 mins*
    - II. *No participation*
- 6) *Update from Miss Kellie on events and hours worked for the month of November.*
  - a) *Miss Kellie gave updates on the different events and attendance that were held at the fairgrounds.*
  - b) *Set up and tear down for each event was needed.*
  - c) *Cleaning up after events was plentiful.*
- 7) *Update from Miss Carlie on events and hours worked for the month of November.*
  - a) *Miss Carlie updated the board on the process of the banners.*
  - b) *Worked the OYMGA show. They were happy with the facility and scheduled for next year.*
  - c) *Attended meetings and ran errands to the courthouse.*
- 8) *Update from Leslie Wilbourn on grant administration.*
  - a) *Leslie gave an update on the route 66 revitalization grant. The fairgrounds did not get the grant awarded this round. She explained*

*the scoring system and how the grants are chosen. Next week she will receive the scores for our application. Leslie would like to go out for the next round. She plans to review our scores and make improvements to our application so that it scores higher. Reapplying for the grant will be on the next fair board agenda and the commissioners agenda.*

- b) Leslie gave an update on the TSET grant. The documents were not together in time so the application was not submitted. However the application would have not scored high based on the TSET requirements. The fair board needs to decide if they want to build up the application or decide to forfeit. Applying for the TSET grant will be added to the next fair board agenda.*

*\*Moved to item 12\**

*12) Discuss and take possible action on west room remodel.*

- a) Leslie Wilbourn presented a rendering of the proposed layout for the remodel.*
- b) Chad Imhoff met with Leslie and went over the different rooms and how would like everything laid out.*
- c) The board discussed switching two rooms around to accommodate existing plumbing.*
- d) The doorways need to be made larger so they are ADA compliant.*
- e) The rest of the layout was liked by the board and they would like to move forward to the next step of specifications.*
- f) Jesse Green motions to move forward with the presented layout, with changes to the doorways for ADA compliance and switching rooms around for existing plumbing.*
- g) Steve Orr seconds the motion*
- h) Approved 8-0. Chad Imhoff, Sunny Herrmann, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*

*\*Back to item 9\**

*9) Discuss and take possible action on 4H request for use of facility.*

- a) Cody McCarley gave explanation to the board about a shooting sports 4H program they are starting. He requested use of the facility for this program. During favorable weather they would like to have archery sports outside behind the OSU extension office. However*

*during inclement weather they would like to use the pavilion. The program would purchase an archery backdrop to prevent damage to the building.*

- b) The board discussed their feelings on the program. They collectively agreed that the program would be wonderful to have in our county.*
  - c) It was made known that if there is a paid event scheduled, in the building, during the time the shooting sports is to happen, that the paid event will get priority. Cody McCarley understood and said they would reschedule or cancel.*
  - d) Lauralee Prough motions to allow 4H to use the facility for the shooting sports program with a two week notice.*
  - e) Jesse Green seconds the motion.*
  - f) Approved 8-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*
- 10) Discuss and take possible action on Spring Premium buyers gifts.*
- a) Miss Kellie called to find out the pricing on glass or acrylic awards and the price would be very expensive for a small gift.*
  - b) She called Pats Trophies and got a couple of quotes on different gift options.*
  - c) Steve Orr said he had received a gift for sponsorship and would like to look into prices for them. He will send Miss Kellie a picture of it so she can look into pricing.*
  - d) Turn around on gifts from Pats Trophies would be quick enough that they could be ordered soon and arrive in plenty of time for the sale.*
  - e) A dollar amount was discussed so that gifts can be bought within that price threshold and ordered.*
  - f) Jesse Green motioned not to exceed \$15 per gift for 90 gifts or \$1350 in total.*
  - g) Steve Orr seconds the motion.*
  - h) Approved 8-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*
- 11) Discuss and take possible action on Premium Sale Sign Sponsor Money.*
- a) Miss Kellie and Carlie worked on getting information from Pott. County about their scholarship.*
  - b) The board looked at the requirements Pott. County uses and how their scholarship works.*

- c) *The amount of proceeds used from the sign was discussed. Chad Imhoff suggested using 50% towards a scholarship and 50% towards facility maintenance.*
  - d) *Steve Orr spoke about giving 100% of the funds to the scholarship.*
  - e) *The board said they would like to move forward with the scholarship and Lauralee Prough will look into creating our own requirements.*
  - f) *Steve Orr motions to use 100% of the proceeds from the sponsorship sign towards a scholarship program and to come up with our own qualifications for the scholarship.*
  - g) *Jesse Green seconds the motion.*
  - h) *Approved 8-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*
- 12) *See Above*
- 13) *Discuss and take possible action on refacing the front of the Agri-Civic center.*
- a) *The board talked about what they would like in the bid for the reface project.*
  - b) *Pricing on both tin and artificial rock with wainscoting for the reface.*
  - c) *The new sheeting would need priced with insulation behind it.*
  - d) *There were talks of installing a door from the east room to the parking lot for outside access to the east room.*
  - e) *The existing exterior doors will be serviced or replaced if needed.*
  - f) *An addendum will be added to have awning placed over each outer door.*
  - g) *New tin will be added to the existing porch as well.*
  - h) *Chad Imhoff will send the specs to Leslie Wilbourn so she can start getting the bid specs organized.*
  - i) *Tabled until next meeting.*
- 14) *Discuss and take possible action parking lot renovation and drainage.*
- a) *Steve Orr will have is crew come out on Wednesday December 3<sup>rd</sup> to shoot the grade of the parking lot and locate all utilities.*
- 15) *New Business:*
- a) *Chad Imhoff was approached about starting a AG mechanics show in the spring. He was presented a layout of the show and how it would run.*
  - b) *Steve Orr said he is supportive of the program but says the AG teachers need to oversee the project.*

- c) *Lauralee Prough mentioned the grand champions from the show going into the premium sale.*
  - d) *The AG mechanics show will be added to the next agenda for the AG teachers to come and speak about it.*
  - e) *Marlon Miller said emergency management won a grant and would like to build next to the new OSU extension building.*
  - f) *Chad Imhoff said we need more room for sponsorship signs and would like to build another mounting bracket. The board agreed a new bracket is needed. Chad will look into a design and pricing for the project.*
- 16) *Make a motion to adjourn:*
- a) *Jesse Green motions to adjourn the meeting.*
  - b) *Cecil Berry seconds the motion*
  - c) *Approved 8-0 Chad Imhoff, Sunny Herrmann, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis*
- 17) *Adjourn:*
- a) *8:42PM*

*CI/CD*