

**CLACKAMAS COUNTY FAIR BOARD**  
**October 20th, 2021**  
**4:30 PM – Horning Hall**  
**Minutes**



1. CALL TO ORDER

a. Roll Call Meeting was called to order at 4:33 pm by President Gary Linton, present was Vice President Matt Bunch; Secretary Raeline Kammeyer; Directors Dan Sandberg, Shirley Haney-Byrne, and Lauren Humphreys and Loren Bell. Staff present – Wanda Conlin and Tyler Nizer

b. Guests Jim Williams, Rodeo Committee member; Eileen Stein, Clackamas County BCS representative.

2. CITIZEN COMMUNICATION

a. Correspondence - Thank you card from 4H Rabbit Club

b. Citizen Testimony (The Chair of the Fair Board will call for statements from citizens regarding issues relating to the Fairgrounds and Event Center. Persons wishing to speak shall be allowed to do so. Testimony is limited to there (3) minutes. (Comments shall be respectful and courteous to all.) - none

3. CONSENT AGENDA (Motions Needed)

a. Minutes from the September 22, 2021, Special Meeting - Dan moved; Shirley seconded the motion to approve the minutes. Motion passed.

b. Minutes from the October 13, 2021, Special Meeting – Dan moved; Shirley seconded the motion to approve the minutes. Motion passed.

4. UPDATES

a. Office Activity Report - Wanda reported that the FEMA application for funds from the Ice Storm are nearly completed.

b. Fair Board Individual Reports - none

c. Fair Board Committee Reports

i. Facilities – Dan and Gary had a meeting with the City of Canby and Dan has been in contact with the County Facilities for input on requirements for the building constructions.

ii. Finance - none

iii. Human Resources - none

iv. Rodeo Committee - Matt presented the cost for improvements made by the Rodeo committee by the volunteers.

d. Commissioner Report - none

e. CCF Improvement Foundation Report - Gary contacted a person for possible fund raising for acquiring additional funds for the building.

5. OLD BUSINESS

a. Bills for review – September 1-30, 2021

b. Budget 2021-22

c. Drive-In Movie Theatre - recommended that we postpone the opening in the spring. Fair Board agreed.

d. Scare Fair – doing well

e. Livestock Barn, RV Park Projects - Gaining information on the process and requirements guided by the county.

f. Recap of the 2021 Fair & Rodeo Financials – We had an outstanding fair. Seemed that everyone wanted to get out with the COVID -19 year that we had.

g. Open fair board positions – it is posted and have received two applicants.

h. U.S. Bank Account – Matt moved, and Shirley seconded to cancel the US Bank credit card and our account and move our account to Columbia Bank with a credit card.

6. NEW BUSINESS

- a. IGA with Sheriff Office- Gary reviewed that no IGA should be approved without the full board's knowledge of the IGA.
- b. Winterfair
- c. Consultant and Project Manager for the Livestock Barn and RV Park. – County will be the Consultant and Project Manager for the projects.
- d. Renewing of concessionaire contract – Matt moved, and Shirley seconded that we pursue other concessionaires for events throughout the year. Motion passed
- e. Development of Facebook page for statics – Loren H. moved, and Raeline seconded that we do not allow outside links to our Facebook page. Motion passed
- f. Donation to FFA Foundation & NM Auction – review our policy on how we make contributions to various organizations.
- g. Ely Arena Bid - Lauren H. moved; Matt seconded to move forward with the bid for the repairs to the Ely Arena South Shed Roofing Replacement.
- i. Security Cameras- Tyler gave a presentation of the number of cameras that we would need in the office and/or grounds. Stated that companies are difficult to obtain a bid. Shirley provided a company for Tyler to contact.
- j. Employee vehicles. – Lauren moved; Shirley seconded to have a policy on employee private vehicle usage on fair property.

7. GOOD TO THE ORDER

- a. Check Signers for November 5, 2021, will be Lauren and Gary; and November 20, 2021 will be Raeline and Dan.

8. EXECUTIVE SESSION Moved to Executive Session at 5:51pm

Per ORS 192.660 (2)(a) To consider employment of a public officer, employee, staff member or individual agent.

9. RECONVENE TO REGULAR SESSION at 6:08 pm

Loren B. moved; Lauren H. seconded to accept the offer presented by Laurie Bothwell and her attorney for this settlement pursuant recommendation from the County Counsel. Motion passed.

- a. Board Member Comments - Matt read a request for the Carus Old School Building to be moved to the fairgrounds. Determined that we do not have the room for the request.
- b. Next Fair Board Meeting will be Wednesday, November 17, 2021

10. ADJOURNMENT at 6:11pm

  
Submitted by

10/27/21  
Date