

CLACKAMAS COUNTY FAIR BOARD

December 15, 2021

4:30 PM –Horning Hall

Minutes



1. CALL TO ORDER

- a. Roll Call Meeting was called to order at 4:31 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 William, Dave Burke and Eileen Stein.

2. CITIZEN COMMUNICATION

- a. Correspondence - none
- 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.)

3. CONSENT AGENDA (Motions Needed)

- a. Minutes from the November 17, 2021 Fair Board Meeting – Dan moved and Shirley seconded the motion to approve the minutes from November 17, 2021. Motion passes

4. UPDATES

- a. Executive Director Report – none
- b. Fair Board Individual Reports – Gary reported that Bill Riggs a maintenance employee passed away. Gary went to NFR. Eric Layton is retiring.
- c. Fair Board Committee Reports
 - i. Facilities – Dan is waiting for information from the State to move forward with ideas for the building
 - ii. Rodeo Committee – no meeting
- d. Commissioner Report - none
- e. CCF Improvement Foundation Report – Foundation trying to recruit new members.

5. OLD BUSINESS

- a. Bills for review – November 1-31, 2021 – no discussion board reviewed the bills presented
- b. Budget 2021-22 – budget is due to the county in February which is sooner than expected
- c. Winter Fair -no report
- d. Multipurpose Bldg – Working on conceptual drawing of idea with Designs West.
- e. Surveillance Cameras – Tyler reported that we have the cameras, but still need to coordinate information to main frame
- f. Fair Board Recommendation to BCC – Raeline and Shirley was approved by the County BCC
- g. Policy Manual Review & Changes-Need to schedule January Workshop – January 12 at 2 pm
- h. WIFI Project – Matt moved and Dan seconded to approve \$11,000 to cover the upgrade to the WIFI project. Funds to be moved from contingency. Motion passed
- i. WFA Convention Jan 16-18, 2022 - Lauren H, Wanda and Tyler are schedule to participate
- j. IGA with BCC – Gary resent the corrections to the county and have not heard back
- k. Hiring of maintenance employee – Posting of job was on website.
- l. Lawsuit-Fair Injury – Insurance is handling the claim and they are denying it at this point.
- m. Golf Cart Purchase – Raeline moved and Shirley seconded to purchase 2 electric golf carts to replace the current ones. Motion passed. Discussion was held on the GMC pickup. It was moved by Shirley and seconded by Matt to sell the pickup. Motion passed



6. New Business

- a. Budget 2022-2023 – This is due to the County on February 11, 2022.
- b. New Chart of Account Numbers per County – Wanda explained that the County is updating numbers used on our budget
- c. Creatures of the Night request of moving expense – Loren B moved and Gary seconded to reimburse the submitted amount for moving of items. Motion passes
- d. Taste and Tunes – After review it was decided to cancel the 2022 Taste and Tunes.

7. GOOD TO THE ORDER

- a. Check Signers for January 5, 2022 and January 20, 2022 - January 5 will be Matt and Gary; January 20 will be Dan and Raeline
- b. Board Member Comments - none

8. NEXT REGULAR FAIR BOARD MEETING

Wednesday January 19, 2022 – Meeting was move to January 12, 2022 to accommodate the various staff and board members that will be unavailable on January 19. Motion passed

9. ADJOURNMENT - meeting was adjourned at 6:02 pm

Rachel Kasper

1-12-22

Submitted by

Date