

CLACKAMAS COUNTY FAIR BOARD

April 20, 2022

4:30 p. m. HORNING Hall

Minutes

1. Call to Order

a. Roll Call - Meeting was called to order by President Gary Linton at 4:31 pm. Present was Secretary Raeline Kammeyer, Directors Dan Sandberg, Loren Bell and Lauren Humpheys. On phone was Shirley Byrne. Staff included Brian Crow, Executive Director and Wanda Conlin, Accountant. Matt Bunch was excused.

b. Guests – Tootie Smith, BCC Chair, Eileen Stein of BCS

c. Addition of Late Items- none

2. Communications

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 three (3) minutes. (Comments shall be kept respectful and courteous to all) - none

3. Consent Agenda

a. Minutes from the April 6, 2022, Fair Board Meeting - Dan moved and Lauren H seconded to approve the minutes. Motion passed.

b. Financial Report – Wanda presented the financial report and requested that we meet to review the report before it is submitted to county. Brian said he would work on dates and times for this.

4. Updates

a. Executive Director Report -

b. Fair Board Individual Reports - none

c. Fair Board Committee Reports

i. Facilities – Dan reported that that both Brian and he along with representatives from the county are scoring the RFP. There will be soil sampling on the grounds in the month of May.

Update on building project – moving forward

ii. Rodeo Committee - none

d. Commissioners Report – Tootie Smith reported that the cost of everything related to construction is increasing. Because of the costs, they have put a hold on various projects.

5. Old Business

- a. Bills for review- March 1-31, 2022 – reviewed the bills.
- b. Budget 2022-2023 – Will review at next meeting
- c. Policy Manual update – continuing to work on the updates. Motion by Dan and seconded by Loren B to update the stipend for insurance to op out. Motion passed.
- d. Fire District Donation – Fireworks - Brian will investigate this after budget review

6. New Business

- a. 501(C)3 Rates – Brian requested to consider Building Rental Review for nonprofits. Discussion was held and review of our nonprofits that use our facilities was requested.
- b. Marketing and Sponsorship Employee – will investigate this position after budget review.
- c. Camping Rates – Even Number – Brian presented the amounts for camping to make it an even number.

7. GOOD TO THE ORDER

- a. Check signers for May 5th – Raeline and Lauren; May 20th Raeline and Lauren
- b. Board Member Comments – Gary reported that he is glad we are moving forward.

8. EXECUTIVE SESSION

- a. Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents. Moved to executive session at 5:38 pm, returned to regular session at 5:51pm. No decision was made

9. Next regular fair board meeting on Wednesday May 18, 2022 4:30 Horning Hall

10. Adjourn

Meeting was adjourned at 5:53 pm

Raelin Kaway
Submitted

5/18/22
Date