

CLACKAMAS COUNTY FAIR BOARD

November 15, 2022 - TUESDAY THIS MONTH

5:30 PM - HORNING HALL

Minutes

1. Call to Order

a. Roll Call – Meeting was called to order by President Gary Linton at 5:30 pm. Present were Vice President Matt Bunch, Secretary Raeline Kammeyer, Directors Shirley Byrne and by zoom Dan Sandberg. Excused were Loren Bell and Lauren Humphreys. Office Staff present were: Executive Director Brian Crow, Accountant Wanda Conlin, Vendor Coordinator Trina Smith and Maintenance Supervisor Caroline Erland.

b. Guest: The Rodeo Committee and Rodeo Queen

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 October 19, 2022, Fair Board Meeting – Matt moved and Shirley seconded to accept the minutes as published. Motion passed.

b. Financial Report – Wanda gave a summary of various monies that have been received and paid out. Building rentals requests are up from last year.

4. Updates

a. Executive Director Report – Brian reported that that the Winter Fair is moving forward and will be opening on December 2nd. Trina gave a report that 30 spaces have been filled in the Main Pavilion for the Holiday Market during the Winter Fair. Also, starting to accept vendors for the Brewfest that is scheduled during Mother Day's Weekend.

b. Facilities Report – Caroline reported that Ely improvements have been made on the man doors, Shop has been cleaned up and organized, and currently winterizing everything. Phase one of the LED lights on the grounds is progressing and Phase 2 will be the Rodeo grounds. Jeremy is overseeing this.

c. Fair Board Individual Reports - none

d. Fair Board Committee Reports

i. Update on building project – Dan reported that we are moving forward and the plans are at the city with request for permits. After that approval, the next step will be to get approval from the county. ACC Cost Consultants, LLC presented the Direct Construction Cost Summary for the building to the Fair Board.

ii. Rodeo Committee- Matt presented the Rodeo Committee Nominations for approval from the Fair Board. Presented to the Fair Board were Renewals: Paul Borgen, Doc Rosebrook, AJ Swain and Clay Rhodes. A paper vote was taken by the board. A tie vote was received by AJ. Matt moved to appoint AJ to the Rodeo Committee, Gary seconded the motion. The motion was passed.

New directors were presented. They required a 2/3 majority vote from the committee. Chris Tromel and Katie Montecucco received that vote. They were approved by the Fair Board.

e. Commissioners Report - none

5. Old Business

a. Bills for review- October 1 – October 31, 2022 – Reviewed the bills there were no questions.

6. New Business

a. CRA Bucking Chutes Proposal

i. (From their minutes) Joe Bates made the following motion- “The CRA to advance the Fair \$21,000 for the purchase of replacement bucking chutes. Repayment will be that the CRA will retain the first \$21,000 of the 2023 sponsorship funds collected. The next \$94,000 of sponsor dollars received will go to the fair. The balance above the \$115,000 will be split 50/50 per the contract” motion seconded by Clint C. Passed.

Matt moved to apply \$8,500 from the CRA towards the Chutes with CRA to retain \$12,500 from the 2023 Rodeo proceeds. Dan seconded the motion. Motion carried.

b. Volunteer Resolution – Brian presented to the Fair Board that will be included in the Policy manual. Matt moved and Gary seconded the motion. Motion carried.

c. Discussion on Fair Foundation – Gary wanted to know who and how many members were on the foundation. Raeline reported that there are 5 members. Matt was going to review the foundation.

7. GOOD OF THE ORDER

a. Check Signers for December 2, Raeline and Matt and December 20, Gary and Matt

b. Board Member Comments – no comments. The Fair Board meeting was recessed at 6:28 for joint meeting with CRA.

8. Joint Meeting with Canby Rodeo Association

a. Capital Improvement Projects – List of possible improvements to the Rodeo grounds was presented to the board. The Fair Board reviewed the list for 2023.

b. Open Discussion - none

9. Next regular fair board meeting on Wednesday, December 21 – Horning Hall at 4:30 pm

10. Adjourn

The Fair Board and the joint meeting with CRA was adjourned at 6:41 pm

Submitted by

Date