

CLACKAMAS COUNTY FAIR BOARD

Wednesday, March 15, 2023

4:30 PM - HORNING HALL

Minutes

1. Call to Order

a. Roll Call – Meeting was called to order at 4:30 pm by President Matt Bunch. Present: Vice President; Lauren Humphreys, Secretary; Raeline Kammeyer, and Director Gary Linton. Excused from the meeting were Directors: Dan Sandberg, Loren Bell and Shirley Byrnes. Office Staff present were: Director Brian Crow, Accountant Wanda Conlin, Maintenance Caroline Erland Office Staff: Cindy Kenagy, Catrina Smith and Hannah Russell.

b. Guests – Rodeo Committee President, Clay Rhodes and County Representative, Sarah Eckman.

c. Addition of Late Items – Presentation was performed by Brian Crow to Caroline from Western Fairs Association to recognize her 25 years of service to the County Fair.

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)

3. Consent Agenda

a. Minutes from February 15, 2023, Fair Board Meeting. Lauren H. moved to accept the minutes as presented. Gary seconded the motion. Motion passed.

b. Financial Report – Wanda presented the reports to the board and reported that the bill from the Debit cards used during the 2022 fair was submitted to the County.

c. Bills for review- February 2023 – Lauren H. moved and Gary seconded to have the financial reports dates moved out due to the delay in receiving accurate invoices through the mail. Motion passed

4. Updates

a. Executive Director Report – Brian shared news about House Bills that would remove the cap on the Lottery funds. He has also submitted grants for improvements on the fairgrounds. Adding a Celtic Festival with more information coming. The Brewfest is coming along, and Hannah is working on Sponsorships for this event. Trina is also working on getting donations towards this event. Tickets are getting ready to be posted online.

Brian is also negotiating bids for the Winterfair light install. Camping for the 2023 fair applications is going to be online. Information is being shared with Superintendents, 4H and FFA. He also shared that there is a tremendous amount of maintenance and repairs that is going on.

b. Fair Board Individual Reports - none

c. Fair Board Committee Reports

i. Update on building project – Brian reported that there is a zoom meeting coming up. He also reported that we are in jeopardy of losing the funds for the building. We still have not heard back from the city on the Traffic Study. Gary stressed that we are approaching a very tight timeline to construct just the shell of the building to meet the requirements for the grant monies.

ii. Rodeo Committee – Matt deferred to Clay Rhodes for report.

iii. Rodeo Committee President Comments – Clay reported that the coronation for the Queen went well and had a great attendance. Also, reported that all the old chutes have been removed and are getting ready to construct the new chutes. Thanked Board member Raeline and Wanda that attended the Rodeo Committee meeting. Reported that all things are going smoothly and that he is in contact with Brian and Matt about the improvements.

d. Commissioners Report – Sarah Eckman reported that Laura Edmunds will be our new liaison. She then asked about our Concerns on the County Indirect Costs that were shared with us. We reported several of our concerns such as just what we are being billed for, who is working on our account and why has the cost gone up dramatically since we are not a department of the county. She will be in contact with Brian to address our questions and concerns.

5. Old Business

a. Rental Properties – Committee update – This was postponed to the next meeting.

b. Volunteer Resolution Update – To be signed. Brian reported that non-paid volunteers are not covered. He will be looking into this situation.

6. New Business

a. Rental property inspections – Fair board assignment - Raeline and Gary will perform this on a date agreed upon for all individuals.

b. Increasing the Insurance Stipends for full-time employees. Brian explained his request to determine the rate of support for employees based on percentage.

c. Opening Sunday 2024 – Brian is working on developing Sunday that would be open from 10 to 6pm. He is contacting Funtastic and vendors to see if they would be willing to stay for one more day.

d. County Indirect Costs Update – See commissioners Report 4d.

7. Good of the Order

- a. Check Signers for April 5 will be Shirley and Lauren and April 20 will be Gary and Raeline
- b. Board Member Comments – Lauren and Nova reported that they are working on an art project with the elementary schools in Clackamas County. More information will be shared later.

8. Next regular fair board meeting on Wednesday, April 19 – Horning Hall 4:30 pm

9. Adjourn Meeting: The meeting was adjourned at 6:07 pm

Submitted by

Date