

CLACKAMAS COUNTY FAIR BOARD

Wednesday, July 19, 2023

4:30 PM - CLACKAMAS HALL

Minutes

1. Call to Order

a. Roll Call – Meeting was called to order at 4:30 pm by President Matt Bunch. Director's present were Vice President Lauren Humphreys, Secretary Raeline Kammeyer, Gary Linton, and Shirley Byrne. Excused Director was Loren Bell. Office Staff present: Executive Director Brian Crow, Financial Accountant Wanda Conlin and Vendor Coordinator Catrina Smith.

b. Guests – Present were Laura Edmonds from Clackamas County, Katie Montecucco Rodeo Court Chaperone and Rodeo Queen Alexis Goughnour

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

c. Presentation – Queen Alexis gave a presentation of all the events that the Rodeo Court have attended over the summer and upcoming events that they will be attending. They are all getting ready for our Rodeo.

3. Consent Agenda

a. Minutes from the June 21, 2023, Fair Board Meeting – Gary moved to accept the minutes as published. Lauren seconded the motion. Motion passed unanimously.

b. Financial Report – none to report

c. June Check Register – went over the checks register. No questions

4. Updates

a. Executive Director Report – Brian Crow reported that we are in the busy season. Maintenance is doing an excellent job on the various jobs on the grounds. Areana is being prepared by cleaning, painting, and replacement of bleachers. There is a new roof on the Storage Shed. Brian has secured a Water Truck for the Rodeo. He also informed us that Hannan Russell, Marketing/Sponsorship Director, is doing an outstanding job in securing sponsorships for the Fair and Rodeo. Brian also distributed a draft Employee Manual for the Fair Board to review.

b. Fair Board Individual Reports – Gary reported that the Committee is doing great work on the Areana and that is an all-volunteer group. They have all really stepped up to make improvements in a timely manner.

c. Fair Board Committee Reports

i. Update on building project – The 6 Building Bids that were received were opened, and one bid was accepted. The building bid was \$11,500,000 from Inline Construction. Still waiting for the permits process to be completed. Everything seems to be moving forward. Brian also presented to the Board a visual of the completed building.

ii. Rodeo Committee – Matt reported that the Committee membership is at 9. Chutes are in and ready.

iii. Rodeo Committee President Comments – not present

d. Commissioners Report – Laura Edmonds reported that the Budget process is complete.

e. Fair Assignments

i. Rodeo Seating – Lauren

ii. Rodeo VIP - Matt

iii. Livestock - Gary

iv. Competitive Exhibits - Loren

v. Vendors - Raeline

5. Old Business

a. Tabled Motion – Reviewed the presentation from Kaylee Whynot. Motion was made by Gary to rent the Rodeo Areana at cost of Ely. Matt moved to table the motion. Gary Seconded the motion. Motion carried. Matt moved to take from the Table the motion. Motion was seconded by Gary. Discussion on the motion. Voting on the Main motion was moved by Matt and seconded by Gary. Motion failed.

6. New Business

a. Rodeo Committee Liaison – Matt will continue in this capacity.

7. Good of the Order

a. Check Signers for August 4 will be Raeline, 18 everyone, 25 Raeline. September 5 Matt and 20 Gary.

b. Board Member Comments – Shirley reported that they have condensed the Horse Show events for improvement. Notifications for the various classes were updated on the computer program.

Gary wanted to recognize how some of the Rodeo Committee members have taken control in organizing the improvements to the Rodeo Areana. Some of them are Rick Kaufmann, Jeff

Robinson, Joe O'Neil and Clay Rhodes. They have helped to coordinate the various volunteers to get the projects completed.

Gary moved the September meeting to the 13th due to conflicts. Motion was seconded by Shirley. Motion passed.

8. Next regular fair board meeting on Wednesday, September 13 – Horning Hall

9. Adjourn – Meeting was adjourned at 5:28 pm.

Submitted by

Date