

CLACKAMAS COUNTY FAIR BOARD

Wednesday, September 13, 2023

4:30 PM – Horning Hall

Agenda

1. Call to Order

- a. Roll Call – Meeting was called to order at 4:30 pm by President Matt Bunch. . Director’s present were, Secretary Raeline Kammeyer, Gary Linton, Loren Bell and Shirley Byrne. Office Staff present: Executive Director Brian Crow, Financial Accountant, Wanda Conlin, Sponsorship/Marketing Coordinator, Hannah Russell and Vendor Coordinator Catrina Smith. Excused was Vice President Lauren Humphreys
- b. Guests – Clay Rhodes, Sherrie Coreland, Laurie Kimmel, Rick Coufal, Sandy Ricksger, Candi Millar, John Richards and Commissioner Mark Schull.
- 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)

Laurie Kimmel and Rick Coufal would like us to reconsider the changes in floral entry due dates. They think that having the entries due by July 24th is not compatible with the type of entries that the floral department would have. They would like us to look at how the State Fair does it entries that are down in 3 days before the start of the fair. It was also brought up that we should consider adding Professional Classes to the Floral area. Brian Crow will investigate this.

- c. Presentation from Outside Groups - none

3. Consent Agenda

- a. Minutes from the July 19, 2023, Fair Board Meeting – Gary moved, and Loren seconded to approve the minutes as presented. Motion carried.
- b. Financial Report – Wanda presented our financial report. There were no questions.
- c. July and August Check Register – Reviewed the checks for July and August. There were no questions.

4. Updates

a. Executive Director Report

i. Fair Recap – Brian reviewed the attendance during the fair. Preliminary totals were that we had approximately 103,000 in attendance. Tuesday and Wednesday were the lowest attendance due to the extreme heat. Positive reviews of the changes that were made to the food row on Rodeo Way. The Junior Livestock Auction made over \$830,000 in sale of the various auction animals. Maintenance has been in full swing due to the number of events that have been scheduled. We have added a Mechanic to our Maintenance Staff. We also purchase another Golf Cart for the Event Center.

ii. Funtastic – Rides were down 35% from last year. There were Rides that were down (not operating) during the fair.

iii. Sign Printer -Brian was able to purchase a Sign Printing Machine for use for all our events.

b. Fair Board Individual Reports – Gary states that the Livestock people did a very good job. Matt reported that he was all over the fair grounds observing the various events throughout the fair. Raeline shared a note from Rory Sandberg thanking the Fair Board for everything that they did to recognize Dan Sandberg during the fair. Additionally, she gave us cupcakes to share.

c. Fair Board Committee Reports

i. Update on building project – Brian has asked for an extension from the state on the building funds due to issues of supply and requests from the City of Canby. They have now requested a Landscape/Irrigation Plan. We have submitted our Traffic and Parking study that has been completed. This extension is for 6 months. He stated that other recipients of these funds have been granted extensions.

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

iii. Rodeo Committee President Comments – Clay Rhodes President of the Rodeo Committee reported that they had one of the best years in preparing for the Rodeo. The volunteers and committee members were terrific in all that they accomplished. Things went very well.

d. Commissioners Report – Mark Schull reported on the various accomplishments that Clackamas County has been working on.

e. Fair Improvement Foundation Discussion – The Fair Improvement Foundation stressed that we are more than willing to help on the various events for the construction of the new Multipurpose building. They are concerned that the City of Canby is delaying the construction of the project. We are thankful for the event of Brewfest that helped to raise money towards the building.

5. Old Business

a. Employee Manual Update – Brian presented the Drafted update of the Employee Manual which the Fair Board is to review for the October meeting.

6. New Business

a. Bank Loan for Multipurpose Building – Brian reported that he has researched a Credit Bridge Loan from Umpqua Bank for the completion of the Multipurpose Building. Gary moved, and Shirley seconded that Brian move forward in applying for a Bridge Loan for the Multipurpose Building. Motion carried.

7. Good of the Order

a. Check Signers for September 20 (2 needed) will be Gary and Shirley. On October 5 will be Raeline.

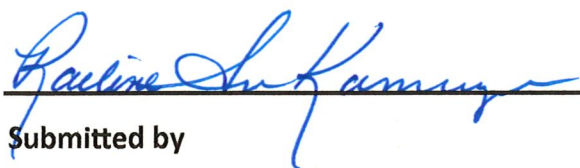
b. Board Member Comments – Gary thanked the Board for the work that they have done throughout the year and during the fair. Matt thanked Clay Rhodes for organizing the Rodeo Committee which enabled them to accomplish the vast amount of work/jobs that they completed for the Rodeo.

8. Fair Board Executive Session – Moved to Executive session at 5:26 pm. Returned to regular session at 5:44 pm. Discussed document for clarification.

a. Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

9. Next regular fair board meeting on Wednesday, October 18 – Horning Hall

10. Adjourn – Adjourned at 5:22pm


Submitted by

10-18-23

Date