



CLACKAMAS COUNTY FAIR BOARD

Wednesday, January 24, 2024

4:30 PM - HORNING HALL

Minutes

1. Call to Order

- a. Roll Call – Meeting was called to order at 4:30 pm by Vice President Lauren Humphreys, Present was Secretary Raeline Kammeyer, Director Shirley Byrne, Loren Bell and Sara Magenheimer. Excused absent were Matt Bunch and Jake Wilson. Office Staff included Executive Director Brian Crow, Marketing/Sponsorship Hanna Russell and Megan Meisner Finance employee.
- b. Guests – Clay Rhodes, Jim Williams, Laura Edmunds, Amy & Jeremy Todor, and Jennifer Alden.
- 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) – Community members expressed concern about the protocol of reporting animal abuse or neglect. They presented their concerns and Brian Crow will be sending them the fair policy on the procedure of reporting animal abuse or neglect.
- c. Presentation from Outside Groups

3. Consent Agenda

- a. Minutes from the December 21, 2023, Fair Board Meeting – Loren moved to approve the December minutes. Shirley seconded the motion. Motion carried.
- b. Financial Report – Megan Meisner was introduced as the new Finance employee. Brian Crow presented the report to the Fair Board. He reported that we made need to make some corrections to the budget and submit those to the County. Maintenance needs to have a better schedule of projects and work. Brian is working on a summary of profit/loss for the various events that occur. Shirley moved to accept the financial report and approve the corrections that need to be made. Loren Bell seconded the motion. Motion carried.
- c. October Check Register -No questions

4. Updates

- a. Executive Director Report- Brian, Hannah and Trina attended the WFA Convention. They networked with several representatives of various services. There were several demonstrations of AI and how it could benefit the fair industry. Brian is working on several grants and will be submitting them. The Employee Manual is being reviewed at the County and will be submitted to the fair board for final approval. There are new lights in Ely Arena.

Maintenance is working on cleaning buildings and grounds. They are also organizing the various buildings.

- b. Fair Board Individual Reports - none
- c. Fair Board Committee Reports
 - i. Update on building project – The January 8th meeting with the City of Canby gave the approval for the building permits. The next step is receiving the approval from the County.
 - ii. Rodeo Committee
 - iii. Rodeo Committee President Comments – Clay is working on keeping records of all the volunteer hours that the committee does. These hours help for applications for grants. They are also working on developing a 5-year contingency plan for various projects on the fairgrounds. He also informed us that the Rodeo Court Coronation will be on March 9th in the Main Pavilion. Tickets are online.
- d. Commissioners Report – Moving forward and working on the 2024 budget.

5. Old Business

- a. None

6. New Business

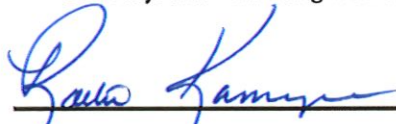
- a. Election of Officers - Elections of Officers was held. Elected were Matt Bunch as President; Lauren Humphreys was elected Vice President and Raeline Kammeyer was Secretary.

7. Good of the Order

- a. Joint Meeting with County Commissioners February 21
- b. Check Signers
 - i. February 5- Raeline
 - ii. February 20 – Lauren H.
- c. Board Member Comments - Lauren and Raeline attended the City of Canby meeting on January 8th. Brian Crow was also in attendance.

8. Next regular fair board meeting on Wednesday, February 21– Horning Hall

9. Adjourn - Meeting was adjourned at 5:17 pm


Submitted by

2.21.24

Date