

CLACKAMAS COUNTY FAIR BOARD

Wednesday, May 15, 2024

4:30 PM - HORNING HALL

Minutes

1. Call to Order – Meeting was called to order at 4:31 pm

- a. Roll Call – Present was President Matt Bunch, Vice President Lauren Humphreys, Secretary Raeline Kammeyer, Directors Loren Bell, Shirely Bryne, Sara Magenheimer and Jake Wilson.
- b. Guests – Amy Tjaden and from the City of Canby Jerry Nelgen and Kurt McCloud.
- c. Addition of Late Items

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 from Outside Groups
 - i. City of Canby request for 10th Ave easement – The City of Canby presented the plans and request for Property Easement on 10th Street improvements. They explained the project. The City of Canby will give updated information later to the fair board.

3. Consent Agenda

- a. Minutes from the April 17, 2024, Fair Board Meeting – Loren B moved to approve the minutes. Shirley seconded the motion. Lauren H. abstained from voting due to absence from the meeting. Motion carried.
- b. Financial Report - Lauren moved and Sara seconded to approve the Financial Report. Motion carried.
- c. April Check Register – Reviewed the Check Registered. No Questions

4. Updates

a. Executive Director Report – Spring Garden Plant Sale had a great attendance even with the rainy weather. Brewfest also had a nice attendance.

The Employee Handbook needs to be re-reviewed. Loren B and Raeline will review the changes that the County has suggested.

Maintenance Staff were sent to training/ information seminar in Portland.

We have several events scheduled in the upcoming weeks.

b. Fair Board Individual Reports – Raeline attended the Spring Garden Plant Sale and reported that there were lots of people even with the poor weather. She visited with some of the various vendors, and they all said that they were doing well in sales

c. Fair Board Committee Reports

i. Update on building project – Still working on Engineering Permits. Hopefully we will be able to start at the end of June, maybe early July and work right up to the Fair. Working on the plans for relocating the various animals throughout the Grove area under tents.

ii. Rodeo Committee - Working on various projects. They have started to track their volunteer hours and are amazed how much time they have put in. These hours help when applying for Grants.

iii. Rodeo Committee President Comments - none

d. Commissioners Report - none

5. Old Business

a. Letter to OSU Extension -Sara and Jake presented the letter that we are sending to OSU. They asked to whom the letter should be sent to.

6. New Business

a. Permit Delay Change Order -Clarification from InLine Construction of the Change of Order was explained by Brian

b. BBQ Hut Demolition – Building is in poor condition and needs to be considered for demolition and review possible repurpose of the Building area.

7. Good of the Order

a. Check Signers

i. June 5 __Raeline__

ii. June 20 __Laurne H.__

b. Board Member Comment – Lauren H. Will send out annual review for us to complete from Executive Director.

8. Next regular fair board meeting on Wednesday, June 19 – Horning Hall.

9. Adjourn – Meeting was adjourned at 5:50 pm

Ralline Kammerer
Submitted by

June 19, 2024
Date