

CLACKAMAS COUNTY FAIR BOARD

Wednesday, March 19, 2025

4:30 PM - HORNING HALL

Minutes

1. Call to Order Joint Meeting of the Fair Board and the Board of Clackamas County Commissioners

- a. Roll Call – Meeting was called to order by President Matt Bunch at 4:34pm. Present were Vice President Loren Bell, Secretary Raeline Kammeyer, Directors Lauren Humphreys, Kristin Downs, Sara Magenheimer, and Jake Wilson
- b. Guests –Clackamas County Commissioner Board Chair Craig Roberts and Commissioner Paul Savas. Laura Edmonds and Andrew Jarocki from Clackamas County. Other Guests Dan Johnson and Ken Humberston.
- c. Addition of Late Items - none

2. Updates

- a. Introductions – Introductions were made by members of Clackamas County and the Fair Board.
- b. Fair Board Chair Remarks – Matt welcomed the Commissioners to our annual joint meeting. He shared that our board is made up of members with various backgrounds and expertise. He also informed the members that this is Brian Crows' third year as Executive Director.
- c. Board of Commissioners Chair Remarks -BCC Chair Craig Roberts addressed the board that he is new on the county board and participated as 4H member showing livestock. He is also familiar with our operation as the former County Sheriff. He stated that our Event Center is a great asset for the entire County.
- d. 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.
- none
- e. Executive Director Report – Brian reported to the Boards our year in review that we have hosted 413 events for the 2024 year. The Annual Economic Input was \$29.4 million that included visitors that were International, neighboring counties, state and nation wide visited our Event Center.

Brian highlighted our top events that included Brewfest, Renaissance Fair, Harefest, Clackamas County Fair, Canby Rodeo, Oregon Celtic Festival, Adult Prom and Winterfair and Holiday Market. Each one of these has grown with attendance and interest. New events that we are going to have are Resource Information Fair, OMSI and Fobtoberfest.

We are also the community support for Emergency Shelter for animals and people of Clackamas County and we have a Reunification agreement for Schools and ESD in case of an emergency.

f. Building Update – Name proposal for the building is Evergreen Commons. This reflects the entire county for its Forests, Agriculture production and Nurseries that are located throughout Clackamas County. We are looking at a June 2026 completion date for the building. Currently we have a \$2.5 million gap for the entire completion of the building, and we are currently working on funding.

g. BCC/Fair Board questions and discussion – Craig Roberts and Paul Savas thanked us for the information that was presented and was impressed on our various events.

3. Adjourn Joint Meeting was adjourned at 5:23 pm

[BREAK]

Fair Board will reconvene for their general business meeting (commissioners are excused)

Meeting was reconvened at 5:34pm

4. Communications

a. Correspondence - none

b. Presentation from Outside Groups - none

c. Fair Board Committee Reports

i. Rodeo Committee – Loren reported that a workshop was held on scheduling various assignments and requirements for the upcoming events.

Loren reported that we still have no agreement with the CRA (Canby Rodeo Association) which is a 501(c)3.

d. Commissioners Report – none

5. Consent Agenda

a. February 19, 2025, Minutes – Jake moved to approve the minutes from February 19, 2025. Kristin seconded the motion. Lauren and Loren abstained due to absence. Motion passed.

b. Financial Report – Jake moved to approve the June 2024 financial report sighting the financial report by Rauline McCoy. Loren seconded the motion. Motion carried.

Lauren moved to accept July 2024 to January 2025 financials with a note that corrections were made after computer program upgrade created a 'glitch' in the transfer of financials. Loren seconded the motion. Motion passed.

c. February Check Register – reviewed and no questions.

6. Old Business

a. Strategic Plan – Jake will present the recommendations at next meeting.

b. Employee Manual – Employee Manual was reviewed, and history of manual was discussed. The Committee recommends that the board approve the manual as presented. Lauren moved to accept the final version of the manual. Sara seconded the motion. Motion carried.

7. New Business

a. Rodeo Committee Letter – no letter was presented.

8. Good of the Order

a. Check Signers


i. April 4 ___Lauren H___

ii. April 18 (need two) ___Raeline and Laure~~x~~___

b. Board Member Comments – All board members attended the Rodeo Queen Naomi's Coronation. Kristin thanked Brian for all his hard work.

9. Next regular fair board meeting on - April 23 at 4:30 pm – Horning Hall

10. Adjourn – meeting was adjourned at 7:40 pm.


Submitted by


Date