



## **CLACKAMAS COUNTY FAIR BOARD**

**Wednesday, April 23, 2025**

**4:30 PM – Horning Hall**

**Minutes**

### **1. Call to Order**

- a. Roll Call – Meeting was called to order by President Matt Bunch at 4:30pm. Present were Vice President Lauren Humphreys, Secretary Raeline Kammeyer, Directors Jake Wilson, Loren Bell, Kristen Downs and Executive Director Brian Crow. Excused was Sara Magenheimer.
- b. Guests - none
- 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 from Outside Groups - none

### **3. Consent Agenda**

- a. Minutes from March 2025, Fair Board Meeting – Loren moved to accept the minutes as presented. Lauren Humphreys seconded the motion. Motion carried.
- b. February Financials – The financials were reviewed by the fair board. After a discussion and questions, Loren moved to accept the financials and Jake seconded the motion. Motion carried.
- c. March Check Register - Information – Review the check register. There were no questions.

### **4. Updates**

- a. Executive Director Report – Brian reported that the Employee Manual was given to the employees to review and have questions answered about any concerns. Working on the agreements with Clackamas ESD on the emergency evacuation procedures. Currently working on various Grants/funds for the new building. Brian is also working with the City of Canby on the Emergency Generators for backup and the supplies needed for emergencies. Matt went to the State for financial funding and will be meeting in May,

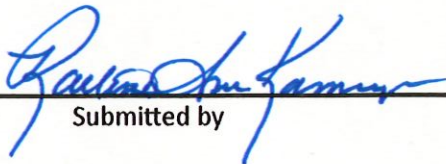
The “bone yard” is nearly finished and cleaned. Boulders that were dug up for the building are used for landscaping around the fairgrounds and the extra soil is being used to level areas. Hanna Russel was able to secure donated grass seed to seed the areas.

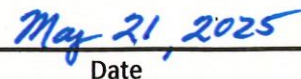
- b. Fair Board Individual Reports – Kristin appreciates the work the Brian has done to improve the fairgrounds. She also reported that she attended the Fair College that was held at the fairgrounds and learned about the various programs and new requirements for vendors to meet. She found it very enlightening and enjoyed visiting with the participants.

Lauren enjoys the weekly updates that are posted on our social media outlets.

- c. Fair Board Committee Reports

- i. Update on the building project - - Lots of work has been done and we are moving forward.
  - ii. Rodeo Committee – Loren reported the Rodeo Committee is scheduling workdays for clean up and repairs to the Rodeo Arena. Queen Naomi has a very busy schedule.
- d. Commissioner's Report - none
- 5. Old Business
  - a. Strategic Plan - Ongoing – Jake has made contact for a Strategic Planner for us. He will report back at the next meeting.
- 6. New Business
  - a. Cycling Frog at Fair – THC infused drink - Discussed this at length and decided to not over this drink at this time.
  - b. Appointment of Budget Committee – Brian reported that we may need 2 meeting, and he will send out possible times and dates for the meetings.
- 7. Good of the Order
  - a. Check Signers
    - i. May 2 \_\_\_Loren\_\_\_
    - ii. May 16 \_\_\_Kristin\_\_\_
  - b. Board Member Comments
- 8. Next regular Fair Board meeting on Wednesday, May 21 – Horning Hall.
- 9. Adjourn - Meeting was adjourned at 5:48pm

  
Submitted by

  
Date