

CLACKAMAS COUNTY FAIR BOARD

Wednesday, June 18, 2025

4:30 PM – Horning Hall

Minutes

1. Call to Order

- a. Roll Call – Meeting was called to order at 4:30 pm by President Matt Bunch. Fair Board members present were Vice President Lauren Humphreys, Secretary Raeline Kammeyer, Directors Loren Bell, Kristin Downs, Jake Wilson, and Sara Magenheimer. Office Staff present were CEO Brian Crow
- b. Guests – Laura Edmonds from Clackamas County.
- 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 May 21, 2025, Fair Board Meeting – Jake moved to approve the minutes as presented. Kristin seconded the motion. Loren abstained. Motion carried.
- b. April Financials – Financials were reviewed, and questions were asked for clarification. Brian provided the clarifications. Loren moved to accept the April Financials. Jake seconded the motion. Motion carried.
- c. May Check Register – Information – The board reviewed the check register.

4. Updates

- a. Executive Director Report – Brian reported that they are getting ready for upcoming and current events that are coming. Currently we are hosting the Renaissance Faire. He is also working on Financial Contracts that include having Multi-year Contracts.

He has also attended a meeting with the City of Canby about Emergency Response. The Maintenance crew is working on repairing the walkways throughout the fairgrounds. They are also working on repairing equipment.

- b. Fair Board Individual Reports - none
- c. Fair Board Committee Reports
 - i. Update on building project -They have been trenching and installing electricity and water lines. We are still on schedule.
 - ii. Rodeo Committee -Loren reported that Queen Naomi has a very busy schedule as a representative of the Fairgrounds and our Rodeo. They are also working on scheduling workdays in preparation for the Rodeo
- d. Commissioners Report -The Commissioners approved their budget. No liaison has been chosen for the Fair Board.

5. Old Business

- a. Strategic Plan – Ongoing – Jake is working on the development of gathering information/presenter/trainers for the Fair Board.
- b. Mayor Hodson Request – reported that for an emergency center for warming/cooling center would be staffed with 13 trained personnel. This would be for an average of 2 to 3 days per year. Insurance and liability are covered. We would Follow the Policy from the Clackamas County Emergency Response protocols.

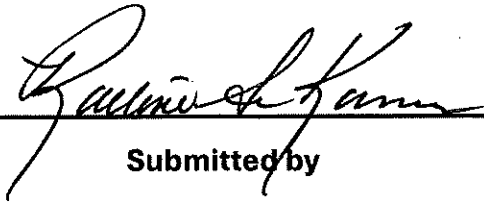
6. New Business

- a. Blue Ribbon Award – Doc Harms was selected by the Fair Board to receive the award. For information a Memorial for Doc Harms will be July 26, 2025, at 10:30 am at Fair Rodeo Grounds.
- b. Approval of 25/26 Budget – Loren moved to approve the 25/26 budget as presented for the Event Center. Sara seconded the motion. Motion carried.

7. Good of the Order

- a. Check Signers
 - i. July 3 __Lauren__
 - ii. July 18 __Lauren__

- b. Board Member Comments - none
- 8. Next regular Fair Board meeting on Wednesday, July 23 – Horning Hall.
- 9. Adjourn - Meeting was adjourned at 6:17 pm.



Submitted by

7.23.25

Date