



## CLACKAMAS COUNTY FAIR BOARD

November 19, 2025

4:30 PM – Horning Hall

### Minutes

#### 1. Call to Order

- a. Roll Call – Meeting was called to order by President Matt Bunch at 4:32 pm. Present were Vice President Loren Bell, Secretary Raeline Kammeyer, Directors, Kristin Downs, Lauren Humphreys, and Sara Magenheimer. Excused was Jake Wilson. Office staff present was CEO Brian Crow.
- b. Guests – Present were Laura Edmonds, Economic Development Manager from Clackamas County, Joe Thorp, Sandy Ricksger, and Julie Curley.
- c. Addition of Late Items – Oregon State University letter from Kristopher Elliott, PH.D. to read and review.

#### 2. Communications

- a. Correspondence – Thank you card from Jennifer Patterson of the Canby School District.
- 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) – Julie Curley voiced concerns over the parking of the riders and horses in the Yellow Lot. The lack of lights made it difficult for both the horses and owners/riders.
- c. Presentation from Outside Groups – none

#### 3. Consent Agenda

- a. Minutes from October 2025 Fair Board Meeting – Lorne moved to approve the minutes as presented. Kristin seconded the motion. Motion carried. Lauren abstained.
- b. September Financials – Kristin asked about the Rodeo Court finances and asked if there could be a breakdown of expense and income. Brian will investigate this. After reviewing the financials, Loren moved to accept the financials. Sara seconded the motion. Motion carried.
- c. October Check Register – Reviewed the check register. There were no questions.

#### 4. Updates

- a. CEO Report – Brian reported that he is currently working with Kelly Harms on Grants. Hopefully we will know about mid-January. We had about 100 people attend the Adult Prom, and they really enjoyed it. Working on purchase of the new Bleachers for the Rodeo Arena. We need to reconfigure the arena. Currently the staff is setting up for Winterfaire and Holiday Market.
- b. Fair Board Committee Reports
  - i. Update on building project – Electrical and Plumbing were reviewed. Drain for building is being finalized. December 6<sup>th</sup> is scheduled for the concrete pad to be poured.
  - ii. Rodeo Committee/Court - Working with Rodeo committee on the Cowboy Channel. The Charter was discussed. They are also doing normal winterizing the rodeo area. Queen Jordan went over her schedule for the upcoming year and stating the planning for the Coronation Banquet. Looking into adding more local participants.

- iii. Strategic Plan – Had the Strategic planning meeting on November 5. We will receive a summary of our concerns/ideas later once compiled.
- c. Commissioner's report – Laura Edmonds shared the police for appointments to the various boards in Clackamas County.

#### **5. Old Business**

- a. Appointment Procedures- a. Loren expressed interest in having our process of accepting applications and reviewing them. We would then like to select individuals for interviews. This was how it was done in the past. Laura will investigate this report back to the board. This will be on next month's agenda.

#### **6. New Business**

- a. Foundation Email – Brian shared the request to the Foundation for \$300,000. The foundation requested clarification on where or what these funds were going to be used for. It was requested that the Foundation and Fair Board have a joint meeting to discuss this. Brian will send out various dates for this meeting

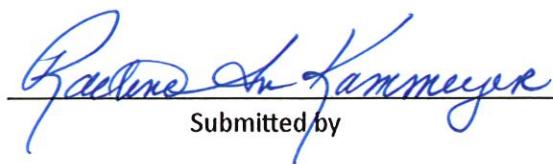
#### **7. Good of the Order**

- a. Check Signers
  - i. December 4 \_\_ Matt and Sara \_\_ December 18 \_\_ Raeline \_\_
- b. Board Member Comments – Lauren is finishing school and will miss Jan, Feb and March meetings. Kristin complimented Brian on the article in the November/December IAFE magazine. Sara complimented Brian on the progress of the building and dealing with all the "hiccups" that he has had to deal with.
- c. Brian will be out on medical leave the week of December 15

8. Next regular Fair Board meeting will be held in January 21, 2026

9. Adjourn – Meeting was adjourned at 6:02 pm

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Submitted by

1-21-2026

Date