

CLACKAMAS COUNTY FAIR BOARD MEETING

January 8, 2020

4:30PM – Horning Hall

Minutes

1. CALL TO ORDER

President Ted Kunze called the meeting to order at 4:30pm. Fair Board Directors in attendance included, Vice President, Gary Linton, Secretary, Raeline Kammeyer and Directors Matt Bunch, Shirley Byrne, Lauren Humphreys and Greg Parker.

CCFEC staff included Executive Director, Laurie Bothwell, Marketing and Vendor Coordinator, Tyler Nizer and Accountant, Wanda Conlin.

Guests included BCS Deputy Director, Greg Williams. Commissioner Humberston was unable to attend due to a prior commitment.

2. CITIZEN COMMUNICATION

- a. Correspondence – Nothing presented.
- b. Citizen Testimony – Nothing presented.

3. CONSENT AGENDA (Motions Needed)

Minutes from the December 19, 2019 Fair Board Meeting - Gary moved to approve the minutes as published. Matt seconded the motion. All in favor, motion carried.

4. UPDATES

- a. Executive Director Report – Laurie reported that 21 events took place in December. She also reported that the Kiwanis Food and Toy Drive was very successful. 360 boxes of food were filled and 920 children received gifts for Christmas.
The Oregon Fairs Association Board formed a lobbying task force to request extra funding for all Oregon Fairs.
Laurie thanked the Board for generously giving all employees the extra paid days off for the Christmas Holiday.
- b. Fair Board Individual Reports – Shirley volunteered to have 4H Youth paint Ely Arena panels. Laurie will confirm with Shirley if February 22 is available. Shirley also invited everyone to her Mental Awareness Class on March 12 from 1PM-3PM in 4H Hall. Raeline mentioned her concerns about the new State Corporate Tax and how it will affect all Businesses.
- c. Fair Board Committee Charter updates.
 - i. Facilities – Nothing to report. Lauren moved to change the Charter from 2-3 Fair Board Members. Gary seconded the motion. All in Favor, motion carried.
 - ii. Finance – Nothing to report. No change to the Charter.
 - iii. Human Resources – No change to the Charter.
 - iv. Rodeo Committee – Matt Bunch asked to have the President table this Committee Charter until next month, so he can review it with the Committee. Ted agreed. Matt informed everyone that the Fair and Rodeo Court Coronation will be March 7th in the Main Pavilion.
- d. Commissioners Report – Ken was unable to attend.
- e. CCF Improvement Foundation Report –Raeline presented the research of the price of an open truss metal plan building (like the Rosebrook Area). This would only be the building not site preparation, infrastructure, or construction of the building.

5. OLD BUSINESS

- a. Bills for review – December 1-31, 2019. No comments given.
- b. Budget 2019-20 and 2020-21, Laurie will be working on the year end projections for the current fiscal year and projections for 2021. The County has moved up their dates to early February for 2020-21 Budget.
- c. Business Plan and Strategic Plan – The Fair Board will have a Strategic Planning Meeting on February 26th at 4PM in Horning Hall. Ted will lead the two-hour meeting.
- d. MOU with 4H – Ted reported that Committee would complete the MOU.
- e. Pump House Repair – Tyler reported that CCFEC poured the foundation. Weather permitting the Pump House should be completed next week.
- f. Winterfest – Lauren would like to discuss different angles at next month's Fair Board meeting.

6. NEW BUSINESS

- a. Fair and Rodeo Admission Prices. Staff recommended an 18% increase with numbers proposed. Raeline moved to accept the 18% in admission prices for the Fair and Rodeo. Matt seconded the motion. All in favor, motion carried.
- b. Strategic Planning Workshop – Scheduled for February 26th at 4pm in Horning Hall. Ted will lead the meeting. Agenda will include Old Strategic Plan, Goal Setting, Establish Objectives and being responsible.
- c. Clackamas County Cities Meeting – Greg invited everyone to attend the meeting on Thursday, January 23rd at the Antonia Ballroom above the Backstop Bar and Grill. Greg will be presenting the CCFEC Master Plan. He is making a case for County/City Wide Support. Ted, Lauren, Raeline and Laurie plan to attend.

7. GOOD TO THE ORDER

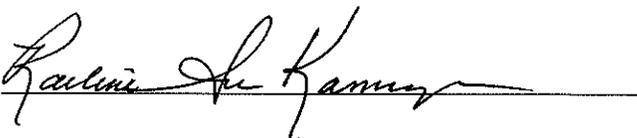
- a. Check signers for Friday, January 17th (paid holiday on January 20th) will be Lauren and Raeline. Check signers for Tuesday, February 4th will be Ted and Greg.
- b. Matt reported that Barb Iverson, Wooden Shoe Tulip Farm, was elected to be the Oregon Farm Bureau President.
- c. Gary reported that the Fair was not included in the Clackamas County Tour Oregon Booth at the National Rodeo.

8. NEXT FAIR BOARD MEETING

February 13, 2020 at 4:30PM in Horning Hall.

9. ADJOURNMENT

With no further business to come before the Board, Lauren moved to adjourn at 5:45pm. Shirley seconded the motion. All in favor, motion carried.

Respectfully Submitted , February 13, 2020