

# CLACKAMAS COUNTY FAIR BOARD MEETING

April 11, 2019

4:30PM – Horning Hall

## Minutes

### 1. CALL TO ORDER

President Ted Kunze called the meeting to order at 4:30pm. Fairboard 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 Director Laura Zentner, Commissioner Ken Humberston and Rodeo Committee Director Jim Williams, and Office Staff Member Heidi Sampson.

### 2. CITIZEN COMMUNICATION

- a. Correspondence – Thank you card from Senator Robert Wagner was presented.
- b. Citizen Testimony – None presented.

### 3. CONSENT AGENDA (Motion Needed)

- a. Minutes from the March 14, 2019 Fair Board Meeting – Greg Parker moved to approve the minutes as written. Gary Linton seconded the motion. All in favor, motion carried.

### 4. UPDATES

- a. Executive Director Report – Laurie reported on the several events that were held during the month of March. She also reported updates on the meetings she attended and the Wine, Food and Brew. She also thanked Ken Humberston and Gary for speaking on behalf of all fairs in Oregon for House Bill 2613.
- b. Fair Board Individual Reports – Gary is working with the State High School Rodeo Committee about CCFEC hosting their event here in September. Laurie will be meeting with Gary to discuss the details.
- c. Fair Board Committee Reports
  - i. Facilities – The committee met and discussed the two Master Plans and did not like either one. None of the committee members liked the placing of the Multi-Purpose building in the Carnival Lot. They wanted to stress that this Master Plan was just not for the fair, but for all the events held during the year and felt that these two plans did not meet the needs.
  - ii. Finance – the committee wanted to know how much we are charging for overtime hours for events. Laurie reported that it is \$100.00 per hour.
  - iii. Human Resources – Meeting has not been scheduled.
  - iv. Rodeo Committee - The April 14, 2019 Meeting Minutes were included in the report. Jim Williams reported that the added money will be up 21%.
- d. Commissioner Humberston's Report – He reported that the BC was proceeding to issue a Bond of .13/\$1000 for building of the new court house. He attended the Oregon Fairs Day at the Capitol.
- e. CCF Improvement Foundation Report – Meeting is scheduled for April 23<sup>rd</sup> at 7pm. They plan to discuss the Master Plan since the Foundation as the Build-a-Barn Funds.

### 5. OLD BUSINESS

- a. Bills for review – March 1-31, 2019. No comments were made.
- b. Budget 2018-19 and 2019-20. No comments were made.
- c. Grants – Development Grant, Heritage Capital Improvement Grant – Laurie reported the invoices requested by the Tourism Council will be submitted on April 12, 2019.

- d. Master Plan / Business Plan – Open House Comments were reviewed.
- e. MOU with 4H
- f. Oregon Fairs Day at the Capitol Review – Ted, Gary and Lauren attended along with Laurie and Heidi. The Board thought it was good to make connections with our Legislators.
- g. HB 2613 – County Fairground Capital Construction for \$250,000 per year – Commissioner Humberston reported that the odds were very low for this one to pass.
- h. SB 5502 – Allocates funding to County Fairs through the Oregon Lottery. Asking to triple payments from \$55,000 to \$165,000 for each County Fair – No update was given.
- i. Doc Harms Benefit Fundraiser May 11, 2019. Tickets are on sale at canbyrodeo.com.
- j. Other – Ken Humberston mentioned “Christmas Tree” Bill and that Senator Kim Thatcher could possible help with Emergency Shelter Funds.

## **6. NEW BUSINESS**

- a. Email address for Board and Staff – everyone received an updated contact list and a new set of business cards.
- b. Website – Clackamas County Web Team has scheduled to launch our new website on April 27<sup>th</sup>.
- c. Rodeo Committee Charter and CRA Agreement -
- d. Other

## **7. GOOD TO THE ORDER**

- a. Fair Board Check Signers – Raeline and Gary will sign checks on April 19, 2019 and Gary and Ted will sign them on May 3, 2019.
- b. Other

## **8. CONVENE TO EXECUTIVE SESSION - Under ORS (Per ORS 192.660 (2)(e); Real Property Transactions.**

- a. Gary moved to convene to Executive Session at 6:30pm, Lauren seconded the motion.

## **9. RECONVENE TO REGULAR SESSION**

- a. Gary moved to reconvene to regular session at 6:38pm, Shirley seconded the motion. All in favor motion carried.  
No action was taken.

## **10. NEXT FAIR BOARD MEETING**

Thursday May 9, 2019 at 4:30PM in Horning Hall.

## **11. ADJOURNMENT**

With no further business to come before the Board, Raeline moved to adjourn at 6:39pm. Shirley seconded the motion. All in favor, motion carried. Meeting adjourned at 6:39pm.