

## **CLACKAMAS COUNTY FAIR BOARD MEETING**

**January 11, 2018**

**4:30 PM – Horning Hall**

### **Minutes**

1. **CALL TO ORDER** at 4:32 p.m. by Gary Linton. Members present were Ted Kunz, Greg Parker, Roger Beebe, Gary Linton, Dan Sandberg, Raelene Kammeyer, and Matt Bunch. Laurie Bothwell Executive Director was also in attendance.

Guests included Laura Zentner, Ken Humberston, Clay Rhodes, Jim Williams, Grant Sharp, Steve Nielsen, and Lauren Humphreys.

2. **CITIZEN COMMUNICATION**

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

3. **CONSENT AGENDA** Minutes from the December 14, 2017 Fair Board Meeting. Raelene moved to accept, seconded by Ted. Motion carried.

4. **UPDATES**

- a. Directors Report – Bills for review December 1-30, 2017. No questions presented.
- b. Directors Report – Fair plans are underway, livestock judges & most entertainers have been secured. Miss Rodeo Oregon using fair for auditions & coronation. Spring Garden Fair & Wine/Food/Brew are being organized, in addition to event facility rentals.
- c. Commissioners Report - Gary met with Chair Bernard. A joint meeting will be scheduled to discuss the MOU/Fair Management Agreement.
- d. Rodeo Report – The Miss Rodeo Coronation for Jessie Conforth will be in Main Pavilion on January 20<sup>th</sup>. Doors open at 5:30 pm. Save the date for the Fair & Rodeo Court coronation on May 10<sup>th</sup>. 4H kids are being recruited to sell rodeo programs for fundraiser. Matt Stewart previously assisted in fundraiser. Gary addressed by e-mail the concerns the Rodeo Committee had by not approving their appointments.
- e. CCF Improvement Foundation – Next meeting will be April 25. Candy Millar & John Richardson have applied to be on the Foundation.

5. **OLD BUSINESS**

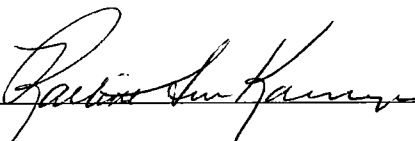
- a. Budget 2017-18 & 2018-19 – The budget workshop will be Tuesday, January 23, 4:30pm in Horning Hall.
- b. Director Report – Laurie presented the recap of expenses for the Fair and Rodeo.
- c. MOU with 4H – Ted, Roger and Laurie – nothing to report.
- d. Master Plan – Steve Mileham, & Steve Faust with LRS reviewed the first of three phases. Phase I is discussed on page four of Master Plan.
- e. Main Pavilion Roof – Laurie spoke with Dan Robinson from Clackamas County Facilities. He reported that the RFP has been posted. Projected cost to replace is at \$108K.
- f. Development Grant – Ted will complete before his vacation.
- g. Fair Board Appointments – Approval from County Commissioners to re-appoint Gary Linton & Greg Parker.
- h. Rodeo Committee Appointments – Vote was taken on nominations. Steve Johnson appointed. All in favor. Jim Williams without opposition not approved for re-appointment by motion of Fair Board.

- i. Electrical – Jeff Jorgensen, Clackamas County Facilities reported estimate at \$25-30K. Discussion on whether to send out for RPF. Will discuss in Budget Meeting.
- j. Other – Raeline attended the funeral for Walt Miller on behalf of Clackamas County Fair Board.

**6. NEW BUSINESS**

- a. A joint meeting with Commissioners to discuss MOU and 10.0 additions has been scheduled for January 17, at the Hopkins Demonstration Forest from 9 am-12 pm.
  - b. Pricing increase for admission to both the Fair and Rodeo – Deferred to budget meeting.
  - c. Commercial Vendor Fair Booth Fees – Deferred to budget meeting.
  - d. Concessionaire Fees – Deferred to budget meeting.
  - e. Rodeo Admission Fees – Deferred to budget meeting.
  - f. Review rents for the Fair Board rental properties – Committee formed to look into this. Committee members will be Greg, Roger, & Raeline.
  - g. Maintenance contract with the County – BCS is moving forward with fair to contract with county.
  - h. Election of Officers
- 7. President – Ted & Dan were nominated. Dan declined in lieu of Ted. Motioned to approve. All in favor, motion carried.**  
President – Ted & Dan were nominated. Dan declined in lieu of Ted. Motioned to approve. All in favor, motion carried.  
Secretary – Raeline nominated. Motion to approve. All in favor, motion carried.  
Vice President – Gary nominated. Motion to approve. All in favor, motion carried.
- a. Miss Rodeo Coronation – January 20.
  - b. Clackamas County Fair and Rodeo Court Coronation – March 10
  - c. Other
    - (i) Ted, Laurie and Gary met with Rob Campbell, Director of Oregon Small Business Development Center at Clackamas Community College, to discuss the Business Plan. Rob will attend next Fair Board meeting.
    - (ii) Lyle Hendrickson, Rodeo Director, suggested the Board put ads in other Rodeo's programs offering free parking if attending Rodeo. Discussion, decision to defer to budget meeting.
- 8. CONVENE TO EXECUTIVE SESSION** (Per ORS 192.660 and its subsections) Ted moved, seconded by Roger to convene to executive session at 5:53 p.m.
- 9. RECONVENE TO REGULAR SESSION** – Greg moved to reconvene to regular session at 6:01 pm. Roger moved for the Executive Director to post public notice for January 23 Special Board Meeting at 4:30 pm to discuss personnel, per ORS 492.660 (2)(b) with Budget Work Session to follow. Matt seconded. All in favor, motion carried.
- 10. ADJOURNMENT** – With no further business before the Board, Dan moved to adjourn the meeting at 6:05 pm. Raeline seconded. All in favor, motion carried.

Respectfully Submitted by



Date

2-8-18