

CLACKAMAS COUNTY FAIR BOARD

November 12, 2020

4:44PM

ZOOM MEETING ID# 825 5577 2312

MINUTES

1. CALL TO ORDER

President Ted Kunze called the meeting to order at 4:45pm. Fair Board Directors in attendance included, Vice President, Gary Linton, Secretary, Raeline Kammeyer, Lauren Humphreys and Greg Parker. Directors Matt Bunch and Shirley Byrne were not present.

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

Guest included Allegra Willhite, Business and Community Services Deputy Director and Rodeo Committee Secretary Jim Williams, Alli Schreiner with the Oregon Cultural Trust and Dan Sandberg.

2. CITIZEN COMMUNICATION

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

3. CONSENT AGENDA (Motions Needed)

- a. Minutes from the October 8, 2020 Fair Board Meeting – Raeline moved to accept the minutes with correction. Correction was panel set-up, not panel remove in 4b. Gary seconded the motion. All in favor motion carried.
- b. Minutes from the October 18, 2020 Fair Board Special Meeting

4. UPDATES

- a. Executive Director Report – The Oregon Cultural Trust funding documents have been turned in. She submitted a Grant Request to the Canby Rotary Foundation for \$2,010 to replace the damaged livestock panels that happen while housing animals that were evacuated to our grounds during the Wildfires. The Grant was approved for the amount requested.
- b. Fair Board individual reports – Ted mentioned that he had three different deployments during the Fire season. Gary commented that Jim Williams never sent out the message he requested to the Rodeo Committee to help with the panel set-up for the Fire Evacuation. Greg announced that the new City Administrator will be Scott Archer. He will be starting November 3rd. He formally worked for the Clackamas County Parks and Recreation District.
- c. Fair Board Committee Charter updates
 - i. Facilities – Nothing to report.
 - ii. Finance – Nothing to report.
 - iii. Human Resources – The Evaluation for the Executive Director is complete.
 - iv. Rodeo Committee –
- d. Commissioners Report – Not present.
- e. BCS Director – Not present.
- f. CCF Improvement Foundation Report – Nothing new to report.

5. OLD BUSINESS

- a. Bills for review – October 1-31, 2020. Report presented. No comments.
- b. Budget 2020-21 – No comments were given.
- c. COVID-19 – Events happening on Grounds and received approval from Clackamas County Departments.
- d. Clackamas County Scare Fair – Scare Fair was very successful. Total revenue is \$70,385.63
- e. Facility Rentals – Many shoppers at the Country Christmas Bazaar are so grateful that this Event is happening during Covid.
- f. MOU with 4H – Laurie will make this a priority to complete.
- g. Other Old Business – Nothing presented.

6. NEW BUSINESS

- a. Blue Ribbon Award – Normally this award goes to someone who has instrumental during the Fair. This year Lauren asked for the Board's approval to present this award to the Clackamas County Sheriff's Posse for their Dedication and Service during the Wildfires. The Board agreed.
- b. Fair Board Appointments – Greg moved to recommend Gary Linton and Dan Sandberg be appointed to the Fair Board. Ted seconded the motion. All in favor motion carried.

7. GOOD TO THE ORDER

- a. Check signers for Thursday, November 20th will be Raeline and Gary. Check signers for Friday, December 4th will be Lauren and Raeline.
- b. Election of Officers will take place at the January 14th Fair Board meeting.
- c. Board Member Comments – Greg Scott Archer, is the Canby Administration, he will invite him to the next Fair Board Meeting. New Railroad crossing will be installed. However, Pine Street will not be affected by this. Redwood and Sequoia will be completely rebuilt. No other Board Member Comments were given.

8. EXECUTIVE SESSION

To consider employment of a public officer, employee, staff member or individual agent. Raeline moved, seconded by Gary to move into Executive session at 5:23pm. All in favor motion carried.

At 6:17pm motion by Lauren seconded by Greg to reconvene to regular session.

9. REGULAR MEETING

Gary moved to spend up to \$500 from the Fair Board expense Account to HR Answers for research. Lauren seconded the motion. All in favor motion carried.

10. NEXT FAIR BOARD MEETING

December 17, 2020 at 4:30pm on Zoom.

11. ADJOURNMENT

With no further business to come before the Board, Raeline moved to adjourn at 6:45pm. Gary seconded the motion. All in favor, motion carried.

Respectfully Submitted  November 12, 2020