

CLACKAMAS COUNTY FAIR BOARD MEETING

February 14, 2019

4:30pm – Horning Hall

Minutes

1. CALL TO ORDER

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

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

Guests included Deputy Director of BCS Greg Williams, Rodeo Committee Directors Jim Williams, and Cheri Conforth, President of the Fair Improvement Foundation, Steve Nielsen and Clackamas County Fair and Rodeo Court Queen Savannah Storlie and Princess Maddie Coleman.

2. CITIZEN COMMUNICATION

- a. Correspondence – None presented.
- b. Citizen Testimony – None presented.

3. CONSENT AGENDA

- a. Minutes from the January 17, 2019, Fair Board Meeting. Matt moved to accept the minutes as presented. Lauren seconded the motion. All in favor motion carried.

4. UPDATE

a. Executive Director Report

Laurie reported that she met with Grant Writer Kelly Harms. Kelly gave some great advice and Laurie will be using those ideas moving forward. Laurie, along with Tyler, attended the Clackamas County Tourism Destination Sustainability Assessment meeting. Laurie met with Canby High Staff to discuss parking during the Fair and the possibility of having shuttles for Friday and Saturday evening during Fair and Rodeo. She also met with BCS Staff Laura Zentner, Greg Williams and Tracy Grambusch to review the budget for 2018-19 and 2019-20. Laurie will be meeting with Senator Rob Wagner to discuss House Bill 2613.

b. Fair Board Individual Reports

None presented.

c. Fair Board Committee Reports

- I. Facilities – Nothing to report.
- II. Finance – Greg has draft of the RFP for the Financial Audit and is ready to move forward with the RFP process.
- III. Human Resources – Nothing to Report.
- IV. Rodeo Committee – Jim Williams presented info about the 201 Rodeo Tour which we will be a part of. Added money will be \$10,000 instead of \$8,500. This will be a brand new tour. Incentive for more contestants to participated at our Rodeo. Competitors will earn points instead of cash.

d. Commissioners Report

BCS Deputy Director, Greg Williams explained House Bill 2613. Gary and Laurie will attend the hearing on March 20th at the Capitol. House Bill 2613 will be funded by Oregon Lottery.

e. CCF Improvement Foundation Report

Raeline reported the next meeting will be in late March.

5. OLD BUSINESS

- a. Bills for review January 1-31, 2019.
Laurie presented the list of the bills. No questions or comments from the Board.
- b. Budget 2018-19
The budget was reviewed. No comments. Laurie will be presenting the next fiscal year budget at the Fair Board meeting in March.
- c. Grants
Laurie mentioned that the Ford Family Foundation did not accept our Grant request even though she submitted evidence that our 4H and FFA participants live in rural areas. Laurie will be requesting funds be issued for the Development Grant and possibly the Heritage Capital Grant.
- d. Master Plan / Business Plan
Discussion was held on progress of plans from Committee Representatives.
- e. MOU with 4H
Raeline Kammeyer and Laurie Bothwell, are in the process of typing up the MOU that was discussed with both parties. They will be meeting with Ted when he returns next month.
- f. Rodeo Court Coronation Dinner and Auction will be March 16th tickets are available to purchase in the Office or from the Court.

6. NEW BUSINESS

- a. Recommendation for admission increase for both the Fair and Rodeo – Recommendation was tabled for next month. Board requested to show financial reason for the reason for increase.
- b. Recommendation for website – Greg moved for the website to remain with Clackamas County for one year and to review at the end of the year before making a final decision. Matt seconded the motion. All in favor, motion carried.
- c. Facility Rental Fees – Gary requested for a review of the Building Rental fees we are currently charging. The Facilities Committee will review and take into consideration possibly having different rates for different times of years. It was suggested that staff also consider making the spaces more desirable to rent.
- d. The Commissioners will be recognizing Raeline for her OFA Fair Board Member of the year award at their Board Meeting on February 28 at 10am.
- e. Lauren mentioned that she, Tyler and Ted attended the Canby Now Podcast meeting.

7. GOOD TO THE ORDER

- a. Matt invited everyone to the Oregon FFA Convention Benefit Dinner on May 11th in Redmond.
- b. Gary invited everyone to attend the CRA Benefit Dinner on May 11th for Doc Harms. Tickets are \$75.00 each and will be limited to 150 people. Invitation only until end of the February. March 1st tickets will be available to home purchase at canbyrodeo.com.
- c. Cheri Conforth thanked the Fair Board for inviting the Court to speak. Feel free to call her or Katie with any issues or questions regarding the Court.
- d. Fair Board Check Signers – Greg and Raeline will sign on February 19th and Shirley and Lauren will sign on March 4th.

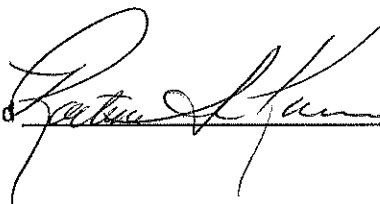
8. NEXT REGULAR BOARD MEETING

Thursday, March 14, 2019, at 4:30pm in Horning Hall

9. ADJOURNMENT

With no further business to come before the Board, Matt moved to adjourn at 5:28pm. Raeline seconded the motion. All in favor, motion carried.

Respectfully Submitted



on March 14, 2019