

WASHINGTON COUNTY FAIR BOARD

M I N U T E S

Minutes of a regular meeting of the Washington County Fair Board, held April 2, 1986, beginning at 4:35 p.m.; without a quorum.

ATTENDANCE

Fair Board

Jeanne Leeson
John Meek
Margaret Sprecher

Staff

Cal Wade
Ron McAuley
Jamie Hammack

Guests

Bob & Charlene Jansen
Ed Shepherd
Rocky Williams
Jack & Addie Fisher

DRAFT HORSE SHOW

Bob and Charlene Jansen expressed an interest in the fair Draft Horse halter classes, Pulling Contest, and Driving Show. They would like to help promote the activities and involve the Oregon Draft Horse Association. Wade will contact Punky Benson, coordinator of the draft horse events, and discuss the matter further.

PROPERTY DEVELOPMENT

Ed Shepherd, of Beaverton, approached the board concerning procedures for purchase or lease of the fairgrounds "surplus" property.

(During this discussion, John Meek arrived and a quorum was present).

Board members agreed Mr. Shepherd should schedule a meeting with Wade to be updated on the master plan, and the fair board's goals.

CONSENT AGENDA

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN MEEK TO APPROVE THE BILLS SUBMITTED, FEBRUARY 1986 FINANCIAL RECAP, MARCH 5, 1986 FAIR BOARD MINUTES, MARCH 10, 1986 FAIR BOARD MINUTES, MARCH 1986 OFF-SEASON CALENDAR, APRIL 1986 ACTIVITIES CALENDAR AND CORRESPONDENCE SUBMITTED. MOTION CARRIED.

Wade briefly discussed the present financial position of the fairgrounds as it is not reflected in the Financial Recap submitted.

RODEO BOARD

Rocky Williams, Chairman, reported some of the rodeo board members moved the red storage building to the south end of the arena for hay storage. The Coronation Dance is Saturday, April 12th. Tickets are \$5.00 for couples and \$3.00 for singles. The dance begins at 8 p.m.

Board members made approximately \$1,000 from the sale of chocolate Easter Rabbits. Art work is being completed on the souvenir buckles, the roping box was set up, and Williams is busy obtaining approvals.

STAFF

Wade hired Gene Dunn, full time, onto the maintenance staff and hired Kathleen Palenik, part time, as receptionist for the office.

MEETINGS

Wade met with Jim Moore, Chairman of the Fairgrounds Task Force committee. Moore recommended reactivating the committee. Wade will discuss this further with Moore.

Wade met with Jerry Dragoo, author of the master plan and found it very informative. Dragoo provided much background information from his files.

SHERIFF'S BUILDING

Wade noted the Sheriff's Building was not receiving use off-season or during fair. It would be a good location for meetings. Staff is trying to find a use during fair week which would alleviate some of the office congestion. Wade also suggested obtaining a donation of a recreational vehicle to park behind the office which can be used for the Fair Board and staff.

OPERATIONS REPORT

McAuley reported the color scheme of the fairgrounds is being changed from Barn Red to pastel colors. The 4-H livestock barn was painted, maintenance shop constructed by Econ-O-Fab, and fairgrounds maintenance crew poured the concrete floor. Framing and wiring are needed to complete the new shop. Picnic tables and benches are continually being painted. The office and Grandstand are being prepared for painting. A request was made for soap dispensers in the restrooms and they were installed.

Upcoming projects include painting the Grandstand and office, removing the well house and warm-up arena. A compound area for the shop will be completed with rock and fencing.

SHOWER/TOILET TRAILERS

Wade and Baron visited the Rajneesh facilities and looked at the shower/toilet trailers. The trailers were in excellent condition but were not impressive considering the purchase cost, cost of moving, and hook-ups. Wade did purchase a radial arm saw for \$187.

MAINTENANCE SHOP

The maintenance shop project cost is approximately \$11,665. In order to complete the project fencing, and rock must be purchased and fuel tanks relocated. Wade reviewed the present financial condition and requested the board approve \$4,500 to complete the entire project.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN MEEK, TO ALLOCATE \$4,500 FOR SHEET ROCK, FENCING, ROCK, AND RELOCATION OF GAS TANKS TO COMPLETE THE MAINTENANCE SHOP PROJECT. MOTION CARRIED.

JAIL NOMINATION

Discussion was held concerning the effects of placement on the National Register and moving the jail.

LIFETIME PASS POLICY

Board members discussed a policy regarding issuing lifetime passes in conjunction with Volunteer appreciation Award recipients. It was suggested the proposed policy be written out for review and further discussion at the next regular meeting.

MAIN EXHIBIT BUILDING

Wade has scheduled interviews with four companies interested in the Main Exhibit Building study. The committee interviewing will consist of Jerry Dragoo, Manny Fernandez (Manager of the Hallmark Inn) and Wade. Interviews will begin at 3 p.m. Fair board members were invited to attend.

PARKING SERVICE

Wade met with the mounted posse concerning the parking service required during fair week. The club is interested in the project. Wade is concerned about the number of horses available.

SECURITY

Bob Shook of the Hillsboro Police Department met with Wade concerning a nightly check of the fairgrounds. The City is unable to make a commitment because they cannot guarantee they will have personnel available. They will, however, make a gate check during the evening that officers are not occupied.

Wade discussed further the problem with the location of the caretaker's residence. He spoke with Russ Dyche, caretaker, about the situation and they briefly discussed the cost of relocating their trailer. Wade will follow up his meeting with a letter to the Dyches.

Totem Pole

Wade reported on the history of the Totem Pole located on the fairgrounds, it originally was a form of entertainment and was then painted by the girl scouts. PGE has agreed to lower the pole and put it back up so it may be repainted.

BUDGET

The need to begin using the computer for annual budget was discussed. Under our present system, we are continually at least one month behind and as high as two months.

MOTION: MOVED BY JEANNE LEESON, SECONDED BY JOHN MEEK TO AUTHORIZE EXECUTIVE DIRECTOR, WADE, TO RESEARCH THE COST OF SETTING UP THE COMPUTER, PRINTER, SOFTWARE AND PROGRAMS. MOTION CARRIED.

ARABASQUE

An arabasque was purchased for the main entrance after Wade conducted a telephone poll of board members. Delivery is expected April 22nd. The arabasque is very mobile and can be used all over the fairgrounds.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JEANNE LEESON, TO AUTHORIZE THE PURCHASE OF THE ARABASQUE. MOTION CARRIED.

Discussion was held on the colors of the tent - red and white was purchased.

CLOVERLEAF COMMUNITY BUILDING

Discussion was held concerning an addendum to incorporate the Cloverleaf Community Building parking lot project into the walkway project, provided the bids are within budget. Some preliminary work had been done previously and the fairgrounds should be able to save money by joining the two projects and while oil prices are low.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JEANNE LEESON, TO INCORPORATE THE CLOVERLEAF COMMUNITY BUILDING PARKING LOT PROJECT INTO THE WALKWAY ASPHALTING PROJECT. MOTION CARRIED.

The time frame for the project is tight, therefore a special meeting should be called if necessary to get the project underway.

DEPARTMENT OF GENERAL SERVICES

Wade and McAuley went to the Department of General Services in Salem and looked at items available. There are a variety of items, at low prices.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JEANNE LEESON, TO AUTHORIZE STAFF PURCHASES AT DEPARTMENT OF GENERAL SERVICES BY THE CHAIRMAN SIGNING THE APPROPRIATE REQUEST FORMS. MOTION CARRIED.

ANNOUNCEMENTS

A card was mailed to Russ and Laurie Dyche congratulating them on their new baby boy.

A card was mailed to Rocky Williams, Rodeo Board Chairman, who was hospitalized due to illness.

The next regular Fair Board meeting is May 7, 1986, 4:30 p.m., at the fair-grounds.

AT THIS TIME THE REGULAR MEETING RECESSED. FOLLOWING A 5 MINUTE RECESS THE FOLLOWING MOTION WAS MADE:

MOTION: MOVED BY JONH MEEK, SECONDED BY JEANNE LEESON, TO ENTER INTO EXECUTIVE SESSION.

EXECUTIVE SESSION ATTENDANCE

Cal Wade
Margaret Sprecher
John Meek
Jeanne Leeson

Chairman Sprecher turned the meeting over to Executive Director, Wade. Wade reviewed the performance of the Operations Superintendent and Secretary with the Board. There was quite a bit of discussion but Wade made it clear he was very happy with both employees.

FOLLOWING THIS DISCUSSION, REGULAR MEETING RECONVENED.

MOTION: MOVED BY JOHN MEEK, SECONDED BY JEANNE LEESON, THAT EXECUTIVE DIRECTOR, WADE, USE HIS JUDGEMENT ON ANY SALARY INCREASE AND GRADE LEVEL CHANGES. MOTION CARRIED.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,

Jamie Hammack, Secretary