

Minutes of a work session attended by the Fair Board and held at the Fairgrounds office on January 15, 1979

CALL TO ORDER Chairman Boyer called the meeting to order at 7:42 p.m.

ATTENDANCE

| <u>FAIR BOARD</u> | <u>MANAGEMENT AND STAFF</u> |
|-------------------|-----------------------------|
| Jerry Boyer | Adeline Hesse |
| Ralph Holland | Lorrie Maki |
| Charles Colegrove | Al Mohr |
| Agnes DeLashmutt | |
| Jerry Pflug | |
| | <u>GUESTS</u> |
| | Joe Lipscomb, Rodeo Board |

RODEO BUDGET Chairman Boyer recapped 1978 actual figures:

| | |
|--------------|---------|
| \$8,255 | income |
| <u>7,038</u> | expense |
| 1,217 | net |

According to the submitted budget for 1979, the net income will be \$325 with proposed expenses doubled.

Lipscomb stated the Rodeo Board asked for \$2,000 for advertising in 1978; however, the advertising dollars were not appropriated. No capital improvements were made. The security was very good, key areas were covered. In 1979 fewer donations are expected.

Holland asked if the Rodeo Board felt the Rodeo message had reached the east end of the county. Lipscomb replied the advertising of the Fair and Rodeo was reaching all areas of the county, but perhaps not the right people were receiving information.

Lipscomb restated the importance of some capital improvements in the calf shute areas, posts and gates, and lighting. Additional seating is also needed, as well as reenforcements for the crow's nest tower.

The Fair Board will consider a cooperative effort for advertising, security and capital improvements. Budget line items will be discussed at a future meeting.

Chairman Boyer stated all bills and revenue must be handled by the Fair office.

Holland thanked Lipscomb for his candid input to the Fair Board. With this information the Fair Board is better able to allot funds to the Rodeo budget.

Boyer and DeLashmutt asked the Rodeo Board to request bids from several N. R. A. stock contractors. A successful Rodeo depends on the stock contractors as they are the drawing for cowboys. The Fair Board also requested to have the stock contract submitted to the Fair office before finalization.

STATE SURPLUS Colegrove attended a State Surplus Auction held in Salem once a month on Saturday, 10:00 a.m. to 3:00 p.m. It was realized that many surplus items could be gotten as workable fixtures for the fairground at a reasonable cost.

MAINTENANCE Budget items to be considered for maintenance were presented by Al Mohr and include: new roof on office (many cracks have and are developing from the cold weather), electrical improvements in the south end of the main exhibit building (circuits are continually blown during Fair and other usage), sheet rock outer office, hinged plywood for placement over louvers in main exhibit building, cold asphalt patch for main exhibit building floor, quartz vapor lighting for northeast corner of rodeo arena, pump repair (constantly clogged with sand), and the GMC 6 cylinder Chevrolet engine has a cracked block. Other maintenance repairs to be done are reroofing of the Sheriff's building, showcases checked and repaired, wainscott paneling for main exhibit building restrooms as the old lower half of walls are rotted, and repair of 4-H building leaks. Frost damage repairs are: large crack in main line pipe behind water heater in 4-H building and six broken valves including one in Dairywives restaurant.

Mohr recommended the 4-H restroom ceiling be covered with plywood and painted. It is now peeling paint with exposed timber. He also commented the Ford tractor hydraulics will have to be fixed.

Hesse said the ditches will be sprayed in the spring, as in 1978, for weed control.

Chairman Boyer thanked Mr. Mohr for attending and his recommendation.

SUPERINTENDENT GUIDELINES The Fair Board reviewed the draft copy of the superintendent guidelines and noted several minor changes.

4-WHEEL BENEFIT Larry Markus of Northwest Mountain Cruisers, a 4-Wheel Drive Club, visited with Manager Hesse and requested use of the fairgrounds for a 4-Wheel parts and accessories show proposed for the middle of May, 1979. Because of the continuing effort to upgrade the Fairgrounds, the club has offered to donate proceeds of the show - 25% profit to the club and 75% profit equally split between Fairgrounds and Rotary Foundation. (The Rotary received \$1,100 in 1978)

The club would like to expand their usage of the south end of the main exhibit building to include the middle section.

Hesse feels the club has been responsible and with no serving of alcoholic beverages a small contract can be used.

NAME CHANGE The name Washington County Fair and Activity Center was presented to the Fair Board. Because of the need for further search and the immediate ordering of letterhead, Washington County Fairgrounds will continue to be used.

NAME CHANGE
CONTINUED -

Hesse has contacted an artist and lettering company to design and coordinate all correspondence and lettering pertaining to the Fairgrounds. It was suggested that the board on Cornell be painted green and a font of 150 styrofoam letters 10" high (white in color) be ordered. A tack strip will be installed for reader board information on all activities at the Fairgrounds. The cost is approximately \$475.

OFF SEASON
USAGE

A list of all off season usage now booked for 1979 was presented for Fair Board information.

BUDGET
PHILOSOPHY

The budget philosophy for 1979-1980 was discussed. The Board asked Mngr. Hesse to organize a meeting with the Board of County Commissioners.

Hesse commented the Title VI CETA help will be lost in September. She feels the CETA summer program could be best handled by Dan Kelsey and several youth chosen by him to work with the CETA help.

Pflug asked if the Board has a long range future plan. Boyer commented that up to this time the Board has not been able to realize any future plans as all income has been expended to maintain the Fairgrounds in its present condition. The Board has been unable to do much to generate additional income for future development. The milking parlor and an improved arena have long been desired improvements. With continued support from the community, the Fairgrounds' future is positive.

Hesse requested the third place livestock premiums be reinstated for 1979 and the grangers receive expense money for booths.

PREMIUM BOOK
PRINTING

Hesse received bids for premium book printing and presented them to the Fair Board for review.

BANK SIGNATURE

Bank signature cards will need to be signed by the Fair Board and returned to the bank. Hesse requested Fair Board Secretary Lorrie Maki be authorized to sign on general bank account. It will help considerably in handling of Fairgrounds' business. Two signatures are required on all checks.

NEXT MEETING

Next regular meeting to be held February 7, 1979 at the Fairgrounds office, 7:30 p.m.

ADJOURNMENT

Meeting was adjourned at 11:11 p.m.

Respectfully submitted,

Lorrie Maki, Secretary

Washington County Fair Board
Proposed Agenda
Work Session

January 15, 1979
7:30 p.m.

1. Rodeo Budget Information from Joe Lipscomb (enclosed)
2. Review draft of superintendent guidelines (enclosed)
3. Comments regarding drainage program
4. Northwest Mountain Cruisers - 4-Wheel Drive Club is planning a benefit 4-Wheel parts and accessories show.

Proposed for middle of May, 1979. 25% profit to club and 75% profit equally split between Fair and Rotary Foundation.

Does the Board want to offer a lower rental fee for facilities? Used south end of main exhibit building in 1978 but would like to expand and use middle section in 1979. Also, will hold harmless small contract form be satisfactory. Rotary received \$1,100 from 1978 show.

5. Name change for fairgrounds to reflect availability of year round facilities (Washington County Fair and Activity Center)
6. Dates for fairgrounds usage booked thus far:

| | | | |
|--------------|-----------------------------------|----------------------|-----------------------------------|
| January 20 | 4-H Dog Club | July 7 | Western Horsemen of Ore |
| February 3 | 4-H Dog Club | July 17 thru July 21 | Fairgrounds Boosters |
| February 17 | 4-H Dog Club | | Auction prevue and sale |
| March 3 | 4-H Dog Club | July 21 | 4-H Horse Pre-Fair Day |
| March 17 | 4-H Dog Club | July 27 thru July 31 | 4-H Horse Fair |
| April 7 | 4-H Dog Club | | July 31 thru August 4 County Fair |
| | and Tualatin Valley Rabbit Brdrs. | | September 8 4-H Kawaii Show |
| April 21 | 4-H Dog Club | | Oct 19 thru Nov 3 Haunted Caves |
| May 25,26,27 | Terra Trackers | | Nov 23 and 24 Holiday Market |
| June 28 thru | | | |
| July 6 | Happy Days | | |

7. Budget philosophy (1979-1980)
 - A. Request from County
 - B. Loss of CETA employees - hire CETA youth for summer
 - C. Major repairs and maintenance
 - D. Capital Improvements
 - E. Pay more than 1st and 2nd premiums and restore some expense money for grange booths
 - F. Entertainment format?
 1. Free rodeo
 2. local entertainment in a rented tent
8. Appreciation potluck for Springers and Evers
Date: February 10, 1979 Saturday
Time: 7:00 p.m.

8. Place: Jerry and Sandy Boyer's
Rt 2 Box 72A
Hillsboro, OR 97123

Please bring for 18 persons:

Colegrove - pie (2)
Hesse - 2 dozen french rolls
Holland - relish tray
Pflug - pie (2)
DeLashmutt - Fruit Salad
Maki - potato salad
Boyers - meat balls, deviled eggs

Fair Board will supply meat and beverage

9. Premium book bid review - 1978 cost \$2,169.00

3,500 48 page 50 lb. stock with self cover (cost 1,602.10)
2,200 24 page 4-H section, newsprint (cost 567.00)

Bid received from Times Litho 1/9/79

72 page 50 lb. cover inside newsprint with black ink

| | |
|--------------|------------|
| 4,000 copies | \$3,167.00 |
| 5,000 copies | 3,303.00 |
| 6,000 copies | 3,439.00 |
| 7,000 copies | 3,575.00 |

Bid from Argus is expected soon

10. Bank signature card to be signed.