

M I N U T E S

Washington County Fair Board

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, January 5, 1983, in the Fairgrounds Office beginning at 4:30 p.m.

ATTENDANCE

Fair Board

Charles Colegrove
Jeanne Leeson
John Love
Homer Speer
Margaret Sprecher

Staff

Adeline Hesse
Valerie Bentley

NEW MEMBER

The Fair Board welcomed new Board member Jeanne Leeson. Charles Colegrove was reappointed for one year.

CONSENT
AGENDA

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE THE BILLS AS SUBMITTED, THE OCTOBER AND NOVEMBER 1982 FINANCIAL RECAPS, AND THE NOVEMBER 3 AND 22, 1982, BOARD MINUTES. MOTION CARRIED.

THANK YOU

The Board noted thank you letters from Hildah Highbe, Valerie Bentley, and Addy Hesse. The Board presented Mrs. Highbe with a lifetime pass at the fall 4-H leaders banquet. Hesse and Bentley thanked the Board for the gift of meat at Christmas time.

M ^r ROOF

The Board reviewed letters on the Main Exhibit Building roof. Monty Duyck did come to the fairgrounds to repair the roof. He made no contact with the fairgrounds maintenance supervisor, and he called Dale Scheller after the fact. The roof is still not completely repaired; there is a leak in the women's restroom. County Counsel will take further action later in January.

PREMIUM
BOOK ADS

Director Hesse asked Ann Hart to sell ads for the premium book again this year. Mrs. Hart may not be available this year and suggested Hesse contact Michael Tom, who she had worked with at the News-Times for nine years. Hesse will be contacting Mrs. Hart early in January to get her final decision.

CCB

Hesse reported that about half the items on Stan Rickard's October 18 memo have been completed. Triad (metal building company) did come out and repair the roof. There is one leak in the roof. The Fair Board is still holding the retainer (final payment) from Suomi until the building is completely finished. Woodburn Electric did repair the electrical items needed.

WENATCHEE
YOUTH CIRCUS

The Wenatchee Youth Circus will be available to perform opening day of the 1983 fair for \$3,000 - same arrangement as 1982. The circus was rained out in 1982 and the Board didn't see any interest at the admission gates. The grandstand should be utilized each night of fair. The Board discussed what other entertainment might be appropriate for opening day of fair. A draft horse show is well received, but the Board would like to bring in entertainment other than horse events.

MOTION: MOVED BY HOMER SPEER, SECONDED BY MARGARET SPRECHER TO CONTRACT THE WENATCHEE YOUTH CIRCUS TO PERFORM TUESDAY, AUGUST 9, 1983, AS GRANDSTAND ENTERTAINMENT. MOTION CARRIED.

- ENTERTAINMENT- The Fair Board noted a letter and list of available entertainment from EJD Enterprises.
- YOUTH AUCTION The Board noted several changes in the Washington County Youth Auction Rules. The Washington County rules do adhere with the State rules.
- THANK YOU The Board received a thank you letter from the Eastwood Craft Fair Chairman for use of the readerboard to advertise the craft fair. Cost to use the readerboard is \$10 per side per week. Leeson said she may take pictures of the readerboard's message; i.e., volunteer of the week, as she drives through often.
- CORNELL ACCESS As discussions continue on the improvement of Cornell Road, now is the time to settle with adjoining property owners as to private vs. public access on the fairgrounds east boundary.
- ELECTIONS NOMINATION BY HOMER SPEER, SECONDED BY JEANNE LEESON TO ELECT CHARLES COLEGROVE AS CHAIRMAN, MARGARET SPRECHER AS VICE CHAIRMAN, AND JOHN LOVE AS TREASURER OF THE BOARD AND MOVED THAT A UNANIMOUS BALLOT BE CAST BY THE SECRETARY. MOTION CARRIED.
- MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPOINT VALERIE BENTLEY AS SECRETARY TO THE BOARD. MOTION CARRIED.
- THEME The 1983 fair theme will be "An Old-Fashioned Country Fair."
- BEVERAGE CONTRACT The Pepsi Cola Bottling Company of Portland and the Coca-Cola Bottling Company of Oregon submitted proposals for exclusive product use at the 1983 fair. The biggest differences in the proposals were Coke offered 20% commission, Pepsi would not pay any commission; Coke will arrange for ice at \$2.50 per 40 lbs. bag, Pepsi would not be involved in ice in any way; Coke would provide \$750 for advertising, premium book and 4-H/FFA awards, Pepsi would provide \$500. Pepsi would locate a Pepsi Challenge booth at the fair. Overall the Coca-Cola proposal is financially better than Pepsi's.
- MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO ACCEPT COCA-COLA'S EXCLUSIVE BEVERAGE PROPOSAL PROVIDING THEY WILL PROVIDE A MAN ON DUTY 9 A.M. TO 6 P.M. MOTION CARRIED.
- MEASURE 8 Results by precinct of Measure 8 (hotel/motel tax increase) are available in the fairgrounds office.
- RODEO The Rodeo Committee will have three new associate members: Dick Eagle, Dick Girt, and Walt Hedgecock.
- MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPROVE THE THREE NEW RODEO COMMITTEE ASSOCIATE MEMBERS. MOTION CARRIED.
- There are no changes in Rodeo Committee members. The Board noted the Committee's October 11 and November 8, 1982, minutes.
- John Love will be the Fair Board's liaison to the Rodeo Committee. To supplement their budget, the Rodeo Committee will be seeking donations.
- Joel Lewellen will continue as Destruction Derby Chairman. Hesse has purchased two stop watches for use during the derby. Sprecher is looking into obtaining two-way radios for the derby crew.

Bills for Approval, January 5, 1983

4122	Valerie Bentley	13.40	Fairgrounds Christmas cards
4123	Russell Dyche	26.00	Mileage
4124	Jill Thomas	12.12	Milk payment
4125	John Thomas	12.12	Milk payment
4126	Peggy Hillecke	17.63	Milk payment
4127	Will-Rene Farms	58.39	Milk payment
4128	Joe Evers	47.38	Milk payment
4129	Kathy Terhorst	33.05	Milk payment
4130	Glen Ireland	13.22	Milk payment
4131	Ben Grossen	16.53	Milk payment
4132	Mark Nussbaumer	11.02	Milk payment
4133	Jody Bell	11.02	Milk payment
4134	Joe Bell	11.02	Milk payment
4135	Dave Hering	20.93	Milk payment
4136	Bill Hering	20.93	Milk payment
4137	Marianne Oxley	8.81	Milk payment
4138	Christy's Deli	13.50	Fair Board meeting
4139	Adeline Hesse	50.00	Car allowance
4140	Valerie Bentley	25.00	Car allowance
4141	Stanley Rickard	330.64	Architect final payment
4142	Earth, Fire & Water	70.80	Repair riding mower
4143	Hillsboro Implement	14.25	Maintenance
4144	Western Business Builders	75.67	4-H ribbons
4145	Times Publications	15.00	Subscription
4146	Hillsboro Office Supply	3.24	Office supplies
4147	General Telephone	1.01	Directory assistance, 4-H phone
4148	Baker Rock Crushing	70.49	One load rock
4149	Check 'n Balance	37.50	Bookkeeping
4150	Pool-Gardner Lumber	14.48	Maintenance supplies
4151	Full Circle, Inc.	21.00	Antifreeze
4152	Eastern Uniform Co., Inc.	26.99	Office rubber boots
4153	Copeland Lumber Yard	297.82	Table & gutter repair, barn roof extension
4154	Postmaster	77.00	Postage
4155	VOID		
4156	Haynes Maintenance Service	75.00	Carpet cleaning
4157	Christy's Deli	21.00	Long-range planning meeting
4158	Albertsons	8.64	Long-range planning meeting
4159	Hillsboro Signs	60.00	No parking signs
4160	Christy's Deli	10.50	Budget work session
4161	Times Publications	14.40	RV storage ad
4162	P.G.E.	563.74	Utilities
4163	Finance & Administration	4,133.80	September salaries
4164	Northwest Natural Gas	47.33	Utilities
4165	Pay 'n Save	28.17	Misc. office & mntce supplies
4166	Hillsboro Garbage Disposal	132.00	Utilities
4167	Finance & Administration	27.85	Copies & office supplies
4168	Hillsboro Utilities Comm.	476.70	Utilities
4169	General Telephone Co.	158.49	Telephone
4170	The Bardy Trophy Co.	39.43	Plaque
4171	Times Publications	7.50	Subscription
4172	Tuality Community Hospital	10.00	Refund for readerboard
4173	Adeline Hesse	10.00	Lay-away two stop watches
4174	Ernest Bennett	75.00	Mntce equipment
4175	Elections Division	1.50	Copies

Bills for Approval, January 5, 1983

4176	Charles Colegrove	150.00	Meeting per diem
4177	John Love	142.50	Meeting per diem
4178	Homer Speer, Jr.	135.00	Meeting per diem
4179	Margaret Sprecher	127.50	Meeting per diem
4180	Mike Swan	150.00	Meeting per diem
4181	Ashland Inn	173.98	OFA convention
4182	Adeline Hesse	9.90	Misc. convention expenses
4183	Radio Shack	59.90	Two stop watches
4184	Petty Cash	18.78	Misc. office expense
4185	Addy Hesse	50.00	Car allowance
4186	Valerie Bentley	25.00	Car allowance
4187	N.W. Natural Gas	72.20	Utilities
4188	Commercial Locksmith	193.45	CCB kickplates
4189	Pool-Gardner Lumber	83.00	Nails & ticket booth
4190	Copeland Lumber Yards	296.05	Barn roof extension, A & C door
4191	Check 'n Balance	37.50	Bookkeeping
4192	Hillsboro Feed & Garden	17.90	FFA peat moss
4193	Hillsboro Garbage Disposal	132.00	Utilities
4194	Yeager Ford Tractor	4.46	Ford tractor gasket
4195	P.O.A.C., Inc.	20.00	Horse show approval fee
4196	Safeway	31.79	Fair Board expense
4197	Postmaster	60.00	Postage
4198	Metro Automotive Service	40.00	Starter for truck
4199	Hillsboro Auto Parts	8.91	Equipment repair
4200	Hillsboro Office Supply	.63	Office supplies
4201	General Telephone	178.79	Telephone
4202	P.G.E.	265.75	Utilities
4203	Finance & Administration	10,242.85	October salaries & July, Aug., Sept., Oct. O.P.E.
4204	Anthony's	14.00	Luncheon meeting County Counsel

4 A The Fair Board reviewed "Suggested OFA 4-H and FFA Guidelines." The guidelines were put together by the Oregon Fairs Association to help fairs to have continuity in dealing with 4-H and FFA. The only portion which differs from current Fair Board policy is "All family members or friends shall pay regular established gate admission." At present 4-H and FFA parents can buy a season ticket for half the regular season admission.

The Board agreed to adopt the OFA guidelines except the portion on parent admission. Other family members and friends will be required to pay regular admission.

Hesse will be meeting with the 4-H Fair Superintendents and FFA on January 10 and will relay this policy to the group.

PREMIUM BOOK The Board received proposals for printing the 1983 premium book from the Times Publications, Argus Printing Company, and the Washington County Clipper. The bids include typesetting, paste-up, printing, and distribution in all Times and Argus newspapers of approximately 55,000 copies of a 48-page tabloid style (newsprint), catalina cover, 20-25 pictures, and staff assistance for cover design with 2-3 colors on the cover.

Times bid is \$7,974.50; Argus bid is \$10,461.31; and the Clipper bid is \$12,386. The Times bid will be affected by the number of colors we use in the book.

MOTION: MOVED BY JOHN LOVE; SECONDED BY MARGARET SPRECHER TO ACCEPT THE TIMES BID FOR PRINTING THE 1983 PREMIUM BOOK AS DESCRIBED ABOVE. MOTION CARRIED.

LONG-RANGE The Board noted the results of their November 10 long-range planning meeting and complimented Speer on doing a good job.

GREEN THUMB James Winfield is back on the Green Thumb program and working 20 hours per week for us. Mr. Winfield is a retired electrician.

FOOD PRESERVATION Alana Mapes wrote the Fair Board expressing her interest in serving as Open Class Food Preservation Superintendent.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPOINT ALANA MAPES AS OPEN CLASS FOOD PRESERVATION SUPERINTENDENT. MOTION CARRIED.

SOCIAL Secretary Valerie Bentley will host a potluck to honor retiring Fair Board member Mike Swan and to welcome new member Jeanne Leeson on Saturday, January 29, at 7 p.m. The Fair Board will buy meat and all miscellaneous items for the dinner.

LIFETIME PASS MOTION: MOVED BY HOMER SPEER, SECONDED BY MARGARET SPRECHER TO PRESENT RETIRED FAIR BOARD MEMBER MIKE SWAN WITH A LIFETIME PASS TO THE WASHINGTON COUNTY FAIR. MOTION CARRIED.

CONVENTION The Fair Board enjoyed the Oregon Fairs Association convention and especially learned from the planning workshop.

DR. TION Gayla Teel donated a gas range to the fairgrounds. It has been placed in the Cloverleaf Community Building kitchen. Hesse has thanked Mrs. Teel.

BOARD SELECTION The Board reviewed Speer's suggestions for selection of Fair Board members. The Board made several technical changes, but agreed in the concept of screening applications and making recommendations to the Commissioners. Leeson will edit the proposed policy, and the Board will discuss it again at the February meeting.

CONVENTION EXPENSES MOTION: MOVED BY JOHN LOVE SECONDED BY HOMER SPEER TO AUTHORIZE REIMBURSEMENT OF \$60 TO FAIR BOARD MEMBERS DRIVING TO THE OFA CONVENTION IN ASHLAND. MOTION CARRIED.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO REIMBURSE DIRECTOR HESSE \$200 FOR CONVENTION HOSPITALITY AND TRAVEL EXPENSES AS PRESIDENT OF THE OREGON FAIRS ASSOCIATION. MOTION CARRIED.

NEXT MEETING The next regular meeting of the Washington County Fair Board will be Wednesday, February 2, 1983, at 4:30 p.m. in the Fairgrounds office.

MERIT RATE Merit Rate revenue for 1982 was \$16,627.16.

MISC. On January 3 there was an automobile accident on Cornell Road which caused some damage to the fairgrounds fence. Hesse will make arrangements to have fence fixed.

Maintenance Supervisor Russ Dyche and Director Hesse will be attending a first aid class on Saturday, January 22, at Portland Community College Rock Creek.

MOTION: MOVED BY HOMER SPEER, SECONDED BY MARGARET SPRECHER TO AUTHORIZE PAYMENT OF FIRST AID CLASS TUITION AND LUNCH FOR DYCHE AND HESSE ON JANUARY 22, 1983. MOTION CARRIED.

PUBLIC ADDRESS Love found four speakers and a Bogen amp at a shop on the coast. Love will talk to Lyle Spiesschaert about the fairgrounds P.A. system needs.

BUDGET Hesse reviewed the budget for the Fair Board. Cut interest income in half; full-time salary raised to catch up and keep up with County recommendations; usually are conservative in hiring part-time help.

Speer explained the salary history for Leeson and suggested to ask the County for \$20,000 O.P.E. as well as \$35,000 for long-range planning and \$5,000 for property insurance. Total County request \$60,500.

Hesse has purchased the Kerosun heater to help keep mildew out of the Clover-leaf Community Building.

MOTION: MOVED BY HOMER SPEER, SECONDED BY MARGARET SPRECHER TO SUBMIT BUDGET AS AMENDED. MOTION CARRIED.

Meeting adjourned at 6:25 p.m.

Respectfully submitted,

Valerie Bentley

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, January 5, 1983

1. Call to Order. Welcome to new Fair Board members.
2. Public Welcome. This time is provided for members of the audience to comment on any item(s) on the agenda prior to the Board's discussion and decision. It is respectfully requested that those addressing the Board state their name for the record.
- *3. Bills for approval (enclosed).
- *4. Financial Recaps for October & November 1982 for approval (enclosed).
- *5. Board minutes from November 3 & 22, 1982, for approval (enclosed).

* Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.
6. Correspondence:
 - A. Thank you from Hildah Highbe (enclosed).
 - B. From County Counsel re roof litigation & update from Daniel McCabe (enclosed).
 - C. From Ann Hart on premium book ad sales (enclosed).
 - D. From Stan Rickard on Cloverleaf Community Building (enclosed).
 - E. From Wenatchee Youth Circus -- performance August 9, 1983, \$3,000 (enclosed).
 - F. From E.J.D. Enterprises -- Ron Lloyd Band, \$2,000 (enclosed).
 - G. From John Leffel on 1983 Youth Auction Rules (enclosed).
 - H. Thank you from Eastwood Craft Fair Chairman (enclosed).
 - I. From City of Hillsboro -- common access easements, east boundary (enclosed), and private vs. common access on east boundary (enclosed).
7. Election of officers: Chairman, Vice Chairman, Treasurer. Appoint Valerie Bentley Secretary to the Board.
8. 1983 theme "An Old-Fashioned Country Fair."
9. Proposals from Pepsi & Coke for exclusive product service (enclosed). Board Action.
10. Ralph Bean has paid money he owed for Main Exhibit Building roof repairs.
11. Measure 8 results by precincts available at the fairgrounds office.
12. Rodeo Board appointments. Rodeo Committee minutes from October 11 & November 8 (enclosed).
13. Review 4-H/FFA guidelines. Major change from our current policy -- no special gate price for 4-H/FFA parents.
- 13A. Bids for printing the 1983 Premium Book from Times Publications, Argus, and Washington County Clipper (enclosed).

14. November 10 long-range planning meeting results (enclosed).
15. James Winfield is back on the Green Thumb program. He is working 20 hours per week for us.
16. Appointment of Alana Mapes as Food Preservation Superintendent. Board Action (letter enclosed).
17. Set date for social event to honor retiring Fair Board member Mike Swan and welcome new Board member. Need someone to volunteer their home.
18. Authorization of lifetime pass for Mike Swan. Board Action
19. Comments on the OFA convention workshops.
20. Received a donation of a gas range from Gayla Teel.
21. Memorandum from Homer Speer with suggested format on process of selecting Fair Board members (enclosed).
22. Discussion on mileage reimbursement for Fair Board members traveling to Ashland for OFA convention.
23. Next regular Fair Board meeting will be February 2, 1983, at 4:30 p.m. in the Fairgrounds office.

** If you are unable to attend or will be late, please call 648-1416.