

NOTICE OF MEETING

Washington County Fair Board

Washington County Fair Complex
Cloverleaf Building
873 NE 34th Ave, Hillsboro OR 97124
Wednesday, September 6, 2017
4:30 p.m. to 6:00 p.m.

The Washington County Fair Board will hold a meeting on Wednesday September 6, 2017 at 4:30 p.m. in the Cloverleaf Building at the Washington Fair Complex. 873 NE 34th Ave, Hillsboro, OR 97124.

Meetings are recorded.

Agenda & Meeting Procedures are attached

~ September 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 Fair Board Meeting 4:30 pm to 6:00pm	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

~ October 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Fair Board Meeting 4:30 pm to 6:00pm	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 Oregon Fairs Association Convention – Albany	21 Oregon Fairs Association Convention – Albany
22	23	24	25	26	27	28
29	30	31				

~ November 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Board Meeting this month			1	1	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

~ December 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Board Meeting this month					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2017/2018 Fair Board Calendar

~ January 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 Western Fairs Association Convention	4 Western Fairs Association Convention	5 Western Fairs Association Convention	6 Western Fairs Association Convention
7	8	9	10 Fair Board Meeting 4:30 pm to 6:00pm	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Notes:		

~ February 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7 Fair Board Meeting 4:30 pm to 6:00pm	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	Notes:		

~ March 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Board Meeting this month				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

~ April 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	Notes: No Board Meeting this month					

~ May 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:		1	2 Fair Board Meeting 4:30 pm to 6:00pm	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

~ June 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22 Horse Fair Move-In	23 Horse Fair
24 Horse Fair	25 Horse Fair	26 Horse Fair	27 Horse Fair	28	29	30

~ July 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Holiday	5	6	7
8	9	10	11 Fair Board Meeting 4:30 pm to 6:00pm	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26 County Fair	27 County Fair	28 County Fair
29 County Fair	30	31	Notes:			

~ August 2018 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes: No Board Meeting this month			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	30	

~ September 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 Fair Board Meeting 4:30 pm to 6:00pm	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

~ October 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Fair Board Meeting 4:30 pm to 6:00pm	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 Oregon Fairs Association Convention – Albany	21 Oregon Fairs Association Convention – Albany
22	23	24	25	26	27	28
29	30	31				

Washington County Fair Board Meeting Agenda

Washington County Fair Complex
Cloverleaf Building
Wednesday, September 6, 2017
4:30 p.m. to 6:00 p.m.
873 NE 34th Avenue, Hillsboro, OR 97124

Fair Board

Erin Carroll, President
Bill Ganger, Vice President
Gary Seidel, Board Member

Andy Duyck, Board Member
David Villalpando, Board Member

David Noyes, Board Member
Bob Rollinger, Board Member

A. Call to Order

B. Oral Communications I

This is the time when members of the audience may step forward to address the Board. This opportunity is time-limited to two (2) minutes per individual. The maximum time for this Oral Communications period is ten (10) minutes. Another (longer) oral communication opportunity is available at the end of the agenda for those who need longer than two minutes. Speakers may select only one oral communications opportunity. Those providing written testimony are requested to provide 10 copies.

C. Approval of Minutes

1. July 2017 Fair Board Meeting Minutes

D. Reports

1. Financial Report
2. 4-H Update

E. Old Business

1. County Fair 2017 - discussion
2. Educational Fund Update

F. New Business

1. Other, if any

G. Other Matters of Information

1. County Administrative Office Update, if any
2. Other, if any

H. Oral Communications II

As noted above, this is the second opportunity for the public to address to Board if more than two (2) minutes is needed. This opportunity is time-limited to five (5) minutes per individual. The maximum opportunity for this Oral Communications period is thirty (30) minutes.

I. Adjourn

Washington County Fair Board Meeting Minutes

Washington County Fair Complex, Cloverleaf Building

Wednesday July 5, 2017

4:30 pm

873 NE 34th Avenue, Hillsboro Oregon 97124

Fair Board

Erin Carroll, President
Bill Ganger, Vice President
Gary Seidel, Board Member

Andy Duyck, Board Member
David Villalpando, Board Member

David Noyes, Board Member
Bob Rollinger, Board Member

A. Call to Order:

The meeting was called to order by Vice President Bill Ganger at 4:33 pm.

Ganger announced effective immediately he would be resigning from the Fair Board due to a conflict of interest. Board Member Seidel asked if we needed to go into closed session. Board Member Duyck suggested that we go into executive session after our meeting.

Duyck moved to appoint Seidel Chair Pro Tem. Board Member Rollinger seconded the motion. Motion carried 5-0.

B. Oral Communications I:

4-H member Ashley Felsch asked for a 4-H and FFA area for a dance and dining area during the fair. Felsch was advised to work with Pat Willis who would make arrangements with Fair staff.

C. Approval of Minutes:

1. May 2017 Fair Board Meeting Minutes

Motion by Board Member Rollinger to accept the minutes as presented. Second by Board Member Noyes. Motion carried 5-0.

D. Reports:

1. Financial Report – Fair Manager Perkins-Hagele presented the financials.

Motion by Board Member Rollinger to accept the financials as presented. Second by Board Member Seidel. Motion carried 5-0.

2. 4-H report – 4-H Agent Pat Willis reported that 4-H had 96 exhibitors for Horse Fair. Willis noted that the weather was great. Willis noted that the 4th of July Parade had a 4-H goats club entered that walked in the parade.

E. Old Business:

1. County Fair 2017 Update – Fair Manager Perkins-Hagele reported that Fair set-up is well underway. Perkins-Hagele shared that Maintenance employee Mike Wold will be retiring on July 30, 2017. Perkins-Hagele reported that ticket sales for events and carnival wristbands were going well.

Perkins-Hagele then introduced Hillsboro Police Sergeant Diana Foesch to report on the traffic plan and Washington County Sherriff Lt. Al Roque to report on the action plan for the Fair.

Program Specialist Julie Case reported that all the food vendor spaces were sold and that nearly all of the commercial vendor spaces have been sold. Case reported that Livestock numbers are down.

2. Educational Fund Update – Perkins-Hagele reported that the Educational Fund had a meeting last week. They didn't receive the grant that they had applied for. Perkins-Hagele also reported that the hand washing station that the Educational Fund purchased should be here within the week and that with the borrowed handwashing trailers we would have a total of 5 handwashing trailers on-site in addition to hand-pump handwashing stations.

F. New Business:

1. Other, if any - None

G. Other matters of information:

1. County Administrative office update, if any – Board Member Duyck reported that costs are rising for the event center project and that the City would be considering their addition of a City hotel/motel tax this evening.

H. Oral Communications II:

None

I. Adjourn

5:33 by Gary Seidel

Board Member Seidel moved to go into Executive Sessions per ORS 192.660 (2) (h). Second by Board Member Rollinger.

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Hillsboro, Oregon 97124
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www.bigfairfun.com

MEMORANDUM

Date: August 30, 2017

To: Washington County Fair Board

From: Leah E. Perkins-Hagele, Fair Complex Manager

Re: Financial Reports

The 2017_2018 YTD Financials through July as well as the final 2016_2017 Financials will be available at the meeting.