

Minutes of a work session and special meeting held September 24, 1980.

WORK SESSION

Work session was called to order at 7:20 p.m.

Fair Evaluation

County Fair was successful. In order to remain competitive, however, Fair Board feels some type of name entertainment must be investigated. The destruction derby and rodeo are of course an important part of fair. Diversification is important for a well attended function.

Hesse will visit with other counties to see if pooling resources to form an entertainment circuit is feasible; cost for attracting big name entertainment is prohibitive unless several counties can join together to share the expense. Realistic figures: \$5,000 advertising; \$10,000 entertainer outlay; \$1,500 staging and lighting.

Pflug expressed reservations about committing thousands of dollars before the facts are known - who, when and how much. After exact data is known then proceed slowly considering rain out, physical set-up, gate charges and unknown expenses that always occur. Advertising is an integral part of good attendance.

Hesse was given direction to investigate entertainment packages. Fair Board will remain receptive to right set of circumstances.

Pflug emphasized promotion and carefully planned arena, carnival and fairgrounds events are keys to continued success.

Colegrove recommended loading zone signs be installed by north gate for commercial exhibitor convenience. There are presently handicapped area zone signs only.

Additional and improved Fair staffing will indeed make preparation, staging and clean-up smoother. Hesse suggested a part time qualified maintenance person to aid Scott and a part time secretarial office assistant for the extra office work.

Pflug requested a work schedule alternatives graph with costs and employment duration comparisons to review at the October 29th meeting.

Colegrove voiced concern and need for competent adult staffing with definite job descriptions. As the Fair grows the Fair Board will find less time to drag arenas, supervise help and lime parking lots. The staff will have to be dependable and willing to put forth extra effort.

Work session was adjourned at 7:58 p.m.

ATTENDANCE-FAIR BOARD

Jerry Boyer
Charles Colegrove
Mike Swan

DIRECTOR AND STAFF

Adeline Hesse
Lorrie Maki

SPECIAL MEETING Special meeting was called to order by Vice-Chairman Jerry Pflug at 8:00 p.m.

ATTENDANCE - FAIR BOARD

Jerry Pflug
Charles Colegrove
Mike Swan

DIRECTOR AND STAFF

Adeline Hesse
Lorrie Maki

RECAP The work session was recapped. Discussion included name entertainment, signing, and Fair staffing.

PRIORITIES SET From a list of 15 items, six priorities were named: purchase of PA equipment for 4-H, FFA and open class shows; Friendship Square dressing rooms; permanent bleacher seating in grandstand area and several portable bleachers; additional graveled parking; asphalt paving around the main exhibit building; additional livestock barn.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY MIKE SWAN TO ADOPT THE SIX PRIORITIES AS STATED FOR PROJECTS DURING 1980-81. MOTION CARRIED.

Grandstand concession building renovation will be looked into. Boosters have also declared the concession as one of thier priorities.

Swan volunteered FFA labor to construct/assemble new backed benches for rest areas; Fair Board to furnish lumber and paint. Hesse mentioned more livestock panels are also needed.

Pflug will check on aluminum bleacher purchase costs. Fair Board would like to phase out wooden bleachers as they are rotting and very hard to move.

Possible construction and placement of a new sheep-dairy goat- swine building was evaluated. Hesse will attempt to have project and cost information available for the Board at the next regular meeting

OFA CONFERENCE Director requested permission to attend Oregon Fairs Association Management Conference Friday, October 24th and Saturday, October 25th in Redmond, Oregon.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY MIKE SWAN TO APPROVE DIRECTOR REQUEST TO ATTEND MANAGEMENT CONFERENCE IN REDMOND, OREGON. MOTION CARRIED.

DONOR FORM The auditor, because of many donations to the fairgrounds, requested use of a donor form allowing the donor to place value on materials and labor donated.

MOTION: MOVED BY MIKE SWAN, SECONDED BY CHARLES COLEGROVE TO ADOPT DONOR FORM AS SUBMITTED BY AUDITOR. MOTION CARRIED.

- AIR SHOW RECAP** Air Show parking September 13 and 14 was a successful fund raising event. Twelve paid staff and twelve volunteers made the event possible. The Fair Board netted \$4,113.08. The Boosters net profit was \$ 4,277.61 to date.
- HOME SHOW** The 1980 Home Show will take place November 6, 7, 8 and 9. McCoun felt all rental fees paid should be used for additional parking improvements. Past discussion indicated interest by the Home Builders Association for a graveling project for additional parking.
- MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY MIKE SWAN TO SET RENTAL FOR HOME SHOW AT \$2,000; POWER COSTS TO BE PAID BY LESSEE. MOTION CARRIED.
- Pflug added the priorities adopted will be considered for direction of rental fee expenditure.
- POSSE THANKED** Appreciation note will be sent for assistance at the Air Show by the Washington County Sheriff's Posse.
- UPDATE ON PERSONNEL** Ad has been placed for Secretary/Administrative Assistant. Interviewing process has started. Board instructed Director may hire the new secretary without Board action. Hesse hopes the new person can be on the job by October 15. New person and Maki will overlap from October 15 to October 31. Director's contract was reviewed.
- MOTION: MOVED BY MIKE SWAN, SECONDED BY CHARLES COLEGROVE TO APPROVE CONTRACT AS NEGOTIATED FOR DIRECTOR. MOTION CARRIED.
- MINUTES APPROVED** MOTION: MOVED BY MIKE SWAN, SECONDED BY CHARLES COLEGROVE TO APPROVE THE MINUTES FOR JULY 9, JULY 22, AUGUST 5, 7, 8, 13, 27 AND SEPTEMBER 3 AS PRINTED AND MAILED. MOTION CARRIED.
- THANK YOUS** Dale Scheller sent special thanks to the Fair Board and Director for past cooperation and successful year. A note was received from a Tualatin Hills Park and Recreation District's children's group who attended the Fair; the note will be shared with Andy Andersen of Rainier Shows. Appreciation was also received from the Noteables, who entertained during the Fair. Lloyd Baron sent a thank you for retirement gift from Hesse. Hildah Highbe expressed thanks for the Fair Board thoughtfulness during Fair and her concern for future continuance of the fairgrounds at its present location.
- APPRECIATION** Dinner for Maki was set for November 1st - cocktails at 7:00 p.m.; dinner at 7:30 p.m.
- MERIT RATE RECEIVED** Merit Rate information was received. The Fair received 65 more merit points than in 1979.
- GARNIVAL BIDS** Pflug asked about Fair dates for 1981 and wondered if a carnival had been hired. Hesse will personally contact carnivals over the next week to insure a quality carnival operation.

ADJOURNMENT

Meeting was adjourned at 10:22 p.m. Next regular meeting will be held Wednesday, October 29th at the fairgrounds office.

Respectfully submitted,

Lorrie Maki

Lorrie Maki

Washington County Fair Board

Special Meeting
Fair Office

September 24, 1980
7:00 p.m.

** Work Session 7:00 to 8:00 p.m.

Agenda - Fair Evaluation

Call to Order at 8:00 p.m.

1. Work session highlights
2. Let's establish priorities for capital program for 1980-81
3. Director requests permission to attend Oregon Fairs Management Conference Friday, October 24th and Saturday, October 25th, 1980 in Redmond, Oregon
4. Discussion on pooling for name entertainment. I have scheduled a meeting with other Fair managers at the Manager Conference October 24th. Do we want to budget funds for opening night of Fair.
5. Donor form suggested by auditor (enclosed)
6. Home Show contract terms
7. Air Show report (recap enclosed)
8. Update on personnel. Ad has been placed in Oregonian, Argus, Times for Sec/Adm. Asst. Discussion on personnel for 1981-82. Also Board action to hire Director Sept. 1, 1980 - August 31, 1981.
9. Approval of minutes for July 9, July 22, August 5, 7, 8, 13, 27, and September 3.
10. Thank you from Dale Scheller (enclosed)
11. Saturday, November 1 appreciation dinner for Lorrie. Details to be announced.

If you are unable to attend or will be late, please call the fair office at 648-1416 or 640-6088

(4) In all counties over 300,000 population according to the last decennial census the county commissioners thereof shall be ex officio members of the fair board and shall act as such in lieu of appointing a board as otherwise provided in this section.
[Amended by 1957 c.118 s.1; 1961 c.684 s.1]

565.220 County fair board; organization; quorum; president and secretary. (1) The members of a county fair board shall, as soon as their bonds have been filed and approved, meet and organize by electing a president and selecting a secretary.

(2) A majority of the members of the board shall constitute a quorum for the transaction of all business at meetings. In the absence of the president another member of the board shall perform the duties of the president.

(3) The secretary provided for in subsection (1) of this section is not required to be a member of the board. The secretary shall execute a bond, as required of board members by ORS 565.210.

[Amended by 1953 c.675 s.12; 1961 c.684 s.2; 1965 c.513 s.2; 1967 c.275 s.2]

565.230 Management of county fairs; licenses; disposition of proceeds. (1) The board has the exclusive management of the ground and all other property owned, leased, used or controlled by the county and devoted to the use of the county fair, and is entrusted and charged with the entire business management and financial and other affairs of such fair.

(2) In order that the fairgrounds and buildings may be utilized to the fullest extent for pleasure, recreation and public benefit, the board shall at all times have the authority to provide park facilities for the public or to issue licenses and grant permits for the holding of any exhibitions, shows, carnivals, circuses, dances, entertainments or public gatherings upon the fairgrounds. During the progress of county agricultural or industrial fairs and not otherwise, any such businesses so licensed by the board shall not be required to pay license to any city or county other than to the board as provided in this section. The board shall fix the sum to be paid for such permits and licenses, which shall be issued and signed by the president and secretary of the board. The moneys received from the issuance of such permits and licenses shall be deposited to the credit of the fair fund and warrants drawn

against it the same as upon the disbursement of any other fair funds.

[Amended by 1953 c.675 s.12; 1969 c.239 s.4; 1969 c.693 s.1]

565.240 Rules and regulations; peace officers; appointment and powers. The board may make and enforce all rules and regulations necessary for the proper conduct and management of their respective fairs. It may appoint such marshals or police as may be necessary to keep order and preserve the peace during the time and at the place of holding the fairs and at all other times when the board deems such appointments necessary for the preservation of the peace and the protection of public and private property upon the fairgrounds. The officers so appointed have the same authority for the preservation of order and making arrests upon the grounds as would a deputy sheriff.

565.250 Collection and dissemination of information; cooperation with agricultural and industrial organizations; inscriptions on exhibits; financial statement. (1) The board may collect and disseminate such information as is calculated to educate and benefit industrial classes, develop the resources and advance the material interests of the state and may collect and distribute such reliable information as will encourage immigration, land settlement and the industrial and agricultural development of the county.

(2) In carrying out the intent and purpose of subsection (1) of this section, the board may cooperate with the various granges of the county, other organized agricultural societies or organizations, industrial organizations of the county, chambers of commerce or other organizations of similar nature and purpose.

(3) Whenever the board provides any part of or all the cost and expense of the preparation, planning or placing of exhibits, advertising or correspondence, the same shall bear one of the following legends upon a card, or otherwise suitably inscribed or printed:

(a) "By authority of the (name of county) fair board."

(b) "By authority of (name of county) fair board in cooperation with the (name of society or organization)."

(4) The board shall, on or before December 1 of each year, file with the county clerk a complete financial statement showing all funds received and disbursed. There may be included in the report such suggestions and

Chairman
Fair Bd.

1 IN THE BOARD OF COUNTY COMMISSIONERS

2 FOR WASHINGTON COUNTY, OREGON

3	In the Matter of Recognizing the)	
	Improvement in the Operation of the)	RESOLUTION AND ORDER
4	Washington County Fairgrounds and)	
	Commending those Responsible for)	NO. <u>80-291</u>
5	Such Improvements)	

6 This matter having come on regularly before the Board at its
7 meeting of September 16, 1980; and

8 It appearing to the Board that on June 6, 1978, the Board of
9 Commissioners agreed to continue the Fair and the Fairgrounds for a
10 period of three years with the full understanding that the commitment
11 of the Board required an equal commitment from the Fair Board and the
12 Fairgrounds Boosters; and

13 It appearing to the Board that the Fair Board and the Fairgrounds
14 Boosters have been working toward the revitalization of the Washington
15 County Fair and the use of the fairgrounds as a year-round community
16 resource; and

17 It appearing to the Board that the Fair Board, with the support
18 of the Fairgrounds Boosters and other supporters and volunteers have,
19 since June 6, 1978, made significant progress in improving and upgrading
20 the Fairgrounds property and its capital facilities, and have received
21 major donations of time, materials and equipment use from those
22 interested in preserving and enhancing the Fairgrounds, and varied
23 community activities which occur at the Fairgrounds; and

24 It appearing to the Board that the success of the recently com-
25 pleted 1980 Fair reflected the improvements that have been made to
26 date; and

COUNTY COUNSEL, WASHINGTON COUNTY
HILLSBORO, OREGON 648-8747


1 It appearing to the Board that the Fair Board and the Fair-
2 grounds Boosters have and are continuing to actively work toward
3 further revitalization and improvement of the Fairgrounds; it is
4 therefore

5 RESOLVED AND ORDERED that the Board of County Commissioners
6 hereby rescind the reservation made on June 6, 1978 by Resolution
7 and Order No. 78-121 to "withdraw their support" of the Fair if
8 the Fair Board and Fairgrounds Boosters failed to achieve improve-
9 ment in the operation and maintenance of the Fairgrounds; and it
10 is further

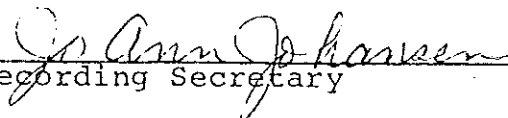
11 RESOLVED AND ORDERED that the Board of County Commissioners
12 of Washington County express their continuing support for the
13 operation and further improvements of the Washington County Fair-
14 grounds at the present location and commend the Fair Board, the
15 Fairgrounds Boosters, and all individuals and firms who have par-
16 ticipated in the revitalization of the Fairgrounds to more closely
17 meet the current day needs of the Washington County community.

18 DATED this 16th day of September, 1980.

19 BOARD OF COUNTY COMMISSIONERS
20 FOR WASHINGTON COUNTY, OREGON

21 
22 Chairman

23 3 VOTES AYE

24 
25 Recording Secretary