

2/10/18

POLK COUNTY FAIR BOARD

POLK COUNTY FAIRGROUND - RICKREALL, OREGON

MINUTES REGULAR MEETING - February 10, 2018

PRESENT: Fair Board: Nita Wilson, John Walton, Linda Lambert, Tim Ray , Anna Scharf, Suzanne Burbank, Tammy Dennee **Absent: Staff:** Tina Andersen, Linda Friedow **Guest:** None **Tenant/Partner:** Suzi Busler, (OSU Extension) Jim Clawson (PECAN) Evelyn Hubbard (Food Superintendent)

MEETING CALLED TO ORDER –Following work session

APPROVAL OF MINUTES: Motion by Nita second by Linda, to approve the December minutes. Motion carried.

PUBLIC COMMENTS – None

TENANT/PARTNER COMMENTS – None

ADOPTION OF CONSENT AGENDA – Motion by Linda second by Nita. Motion passed unanimously.

CORRESPONDANCE – Request from 4-H for Fair Board Awards. Board agreed to do their medallions again.

LIAISON Reports – PCLA had their Annual Meeting and Dinner, it was well attended, the Board was re-elected, no change in leadership.

PECAN met and are working on replacing Judi Peters position, they discussed full time versus half time. The job will post in March, be closed by April, interviews in May and start in July.

Fair Foundation met, they are still waiting for more information on the restroom project for Building C

FINANCIAL REPORT: The Budget was not ready yet.

OLD BUSINESS:

Extension update – Suzi is working on Winter Ag Fest and several new competitions.

Work session recap – The work session was well attended and went well. The Board discussed the rates for year round. Motion by Tim, second by Nita to raise accept the staff recommendations for rate increases. Motion passed unanimously.

The Board discussed the restroom project for building C. Tina will draft a letter to the BOC and send it to the Fair Board first for any revisions and then be sent on to the BOC requesting help with the planning and grant writing for the project.

There was no change in any of the policies. Motion by Tammy, second by Linda to accept the Board policies. Motion passed unanimously. Anna signed them.

The Board signed their conflict of interest statements.

Emergency Management plan was updated to reflect the change in radio channel for emergencies

NEW BUSINESS:

BOARD ELECTIONS & COMMITTEE PLACEMENTS – Motion by Suzanne to re-elect Anna as Chair, second by Tim. Motion passed unanimously. Motion by Nita to re-elect Linda as Vice Chair, second by John. Motion passed unanimously.

Finance Committee – Anna & Tim
Personnel Committee – Suzanne & Tammy
Superintendents – John & Nita

Tina asked for additional committee help for Fair preparation Stage & Grounds Entertainment – Tammy
Vendors and booth layout - Linda
Food & Beverage layout - Tammy Anna
Grounds Layout - John & Tim

Liaisons – The Board discussed whether Liaisons were important or not and decided that they were.
PECAN – John
PCLA – Suzanne & Tim
Fair Foundation - Linda

Budget – The Finance Committee will meet Friday February 23rd at 8:00am and with the Budget Officer at 9:00am

Superintendents – A discussion with the County Attorney has brought up the question on why the 4-H Superintendents are picked and supervised by the Fair Board. Other Fairs don't operate that way and there is a concern on having them under our supervision when they are implementing programs that we have no say in. A letter which has been made part of the permanent record was sent to Alisha Atha County Chair. The Board has not received any correspondence back yet. The Fair, OSU and FFA will all need to have a conversation on this matter. Suzi reminded the Board that OSU has not replace Derek yet and they have no County Admin that can take on this matter at the moment.

OFA Spring Conference – Spring Conference is May 4th & 5th in Hermiston at the Eastern Oregon Trade & Event Center. No information from OFA has been sent out yet, as soon as it comes in Tina will send it to the Board.

ADD ONS – None

Chairman Scharf asked if there was a need to meet in executive session, staff replied there was not.

ADJOURNMENT: meeting adjourned 11:50am

Respectfully submitted by,
Tina Andersen, Manager