

# **AGENDA**

**POLK COUNTY FAIR BOARD  
REGULAR MEETING  
December 15, 2016  
8:00am 10:00am  
MEETING ROOM #2**

**A. MEETING CALLED TO ORDER.**

**B. ADOPTION OF CONSENT AGENDA**

**C. APPROVAL OF MINUTES** – November 17, 2016

**D. PUBLIC TENANT/PARTNER COMMENTS** – (Maximum 3 min.)

**E. CORRESPONDANCE/ANNOUNCEMENTS**

**F. LIAISON REPORTS**

**G. FINANCIAL REPORT.**

**1. Monthly budget review.**

a. Review revenues and expenditures

**H. MANAGERS REPORT.**

**Maintenance & Repairs** – Jack's report

**Events & building usage** – Craft Festival, Railroad Show & Swap, Flea Market, Gun Show

**Dept. Head Meeting report** – None

**Safety report** - None

**I. OLD BUSINESS.**

Extension update

Preferred Catering RFP

Fair Board elections and committee appointments

Employee agreements

**J. NEW BUSINESS.**

Preferred coffee vendor

Agenda restructure

Work session Agenda and mailing

OFEA Conference

**K. ADD ONS**

**L. THE FAIR BOARD WILL MEET IN EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2) (i)**

**M. ADJOURNMENT**