

MINUTES FROM THE YAMHILL COUNTY FAIRBOARD
monthly meeting held in the Rodeo Show Office at the YC Fairgrounds
at 6:30 PM, August 12, 2015

The meeting was called to order at 6:44 PM by Chairman Gary Wertz. In further attendance were board members Don Parrish, Joe Sharp, Reg McShane and Leslie Lewis via phone. Also in attendance was fair manager Al Westhoff, office manager Lana Drew and County Commissioner Liaison Stan Primozich. Portland Karting Association was represented by Paul Smark & Mark Reese.

NO PUBLIC COMMENT GIVEN

PREVIOUS MINUTES

The previous minutes from July were reviewed. Joe Sharp noted a typo ('God Cup' should be 'Gold Cup') and moved to accept the minutes as corrected; Don Parrish seconded and the motion was carried.

FINANCIAL REPORTS

Allan Westhoff presented the fair financial reports. The 2015 fair met every budget item. Everything was up except the gate which was only down 3%; a good result considering the extreme heat. This report clearly shows the fair was well promoted and produced. The wise budgeting, based on reasonable expectations, would have greatly exceeded expectations had we not had the extreme heat. The carnival was the biggest ever with compliments from fair attendees for Rainier Amusements employees and set-up. Al would like to pursue a 3 year contract with Rainier to insure future great results; the board was in agreement. The cost for feeding volunteers was minimal for the service received. The staff and board are very appreciative of the volunteers who helped make the fair a success this year. Al also distributed the chart of concessions sales for the week. They were all up with the exception of the beer, however the beer concessioners would very much like to renew their contract with us to which the board agreed. He also reported on an outstanding job performed by St. James members who ran the parking and gates.

Lana Drew presented the A/P and A/R reports. Due to the overlapping of the fiscal years and fair the YamReport will be presented next month; therefore approval of reports has been deferred until the September meeting.

NO OLD BUSINESS

NO NEW BUSINESS

OPERATIONS REPORTS

PKA –

It was requested and approved to having the camping showers available for the Gold Cup event this weekend. They also requested permission to use the picnic tables left on the small animal barns lawn to which the board granted permission. A broken water utility cover was dropped off to the office after the carnival left; we will be replacing before this weekend event. Mark reported that he did re-paint the front gate.

Manager's Report-

NV OHSET is considering doing two meets and one fund raiser event here this season.

(At 7:30pm Leslie stated she needed to leave the meeting. She apologized for leaving the meeting early, but she could not hear the conversations over the phone very well, which made it difficult to participate.)

There was discussion regarding the need for security now that Jon Calcote has left. Management has conferred with counsel regarding the position with the following details needed –

- Need to hire for a temporary part-time position now. Anyone hired now would need to re-apply once the permanent part-time position is offered.
- Housing will need to be considered at a later time.
- Would like to have someone in place by last weekend of August so they can be trained while we have a show here.
- Applicant would need to have a complete background check.

There was further discussion regarding the hiring of someone with a family. The possibility of remodeling the dog control building for a residence would only provide for a couple as there is not enough room for more than 1 bedroom. Al reported that county counsel noted that the details of the employment agreement need to outline who specifically will be performing duties, especially if there is a couple in the residence. It was stressed that regular performance reviews must be performed by Dwight, as the maintenance supervisor, and suggested a daily checklist be used, submitted daily. Counsel stressed that the agreement must be very detailed and should note that violations of the residence agreement as well as the employment agreement may be grounds for dismissal. Joe Sharp moved to move forward with a temporary part-time work agreement to be reconsidered in 120 days with strict conditions regarding how many persons, pets, living conditions, etc. to be drawn up by county counsel and approved by the Fairboard with 30-day evaluation/review done by Dwight; Reg McShane seconded and the motion carried.

Al reported that the dog control building has officially been vacated and is being left for our use; it is yet to be confirmed whether there will be any request for money from the fairgrounds. The building is approximately 800 sq ft and Al suggested the board form a committee to pursue a remodeling plan. He also presented his notes

from the meeting he had with the city inspector. Reg McShane and Gary Wertz will be the planning committee.

Youth Report –

Reg reported the youth livestock auction at fair brought in \$279,943, the largest ever with 31 new buyers and 41 less animals than last year. The donation hog brought in \$15,500 and the auction committee would like the fair to match those funds for a project that meets their approval. Reg would like the Fairboard to send a letter of thanks to Davison Auto Parts for their providing swamp cooler fans in the barns during the fair. It was reported that all went well with the exception of a couple of youth behaving poorly towards judging decisions of market animals; sadly, even parents became involved in one incident.

Rodeo Report –

Gary reported that the rodeo had one casualty; Dusty Howell lost part of a finger. Gary said there is a new route plan for ambulance calls in the future. Gary also noted that the Ft. Dalles Rodeo is closing so auctioning off aluminum bleachers that the auction committee may be interested in; Reg will let them know.

Seeing there was no further business the meeting was adjourned at 8:00 pm.

Minutes submitted by Lana Drew.