

MINUTES FROM THE YAMHILL COUNTY FAIRBOARD
monthly meeting held in the Rodeo Show Office at the YC Fairgrounds
at 6:30 PM, September 9, 2015

The meeting was called to order at 6:38 PM by Chairman Gary Wertz. In further attendance were board members Don Parrish, Reg McShane and Leslie Lewis. 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. Chairman Gary Wertz presented an announcement on Joe Sharp's behalf that he is resigning effective immediately and that a letter would be sent to the Board of Commissioners.

NO PUBLIC COMMENT GIVEN

PREVIOUS MINUTES

The previous minutes from August were reviewed. Leslie Lewis moved to approve; Don Parrish seconded and the motion was carried.

FINANCIAL REPORTS

Leslie Lewis presented the following financial reports - FY 14-15 StateYam, FY 15-16 TD StateYam, FY 15-16 TD Cash Flow, Fiscal Year Comparisons for FY 14-15 to FY 15-16. AR and AP reports were presented by Lana Drew. Leslie suggested a work session for planning maintenance and improvements as well as use plans. Reg McShane noted that the pavilion needs some improvements so it may be better promoted. Reg McShane moved to accept the financial reports as presented; Don Parrish seconded and the motion carried.

OLD BUSINESS

Al Westhoff reported that the security and grooming duties are temporarily being provided by Austin Drew until decisions are made regarding the position.

Al and general contractor Kevin Drew met with the City Planning Department regarding the remodeling of the dog control building into a residence; they were very helpful and satisfied with the drawings and plans presented. A leak has been discovered in the dog control water system. This was obviously from before the YCFG took possession. Stan Primozich will be checking into who will be fixing the leak. Kevin Drew presented a proposal on the remodel project as requested by Allan Westhoff. Reg McShane moved to proceed ahead as presented; Don Parrish seconded then Leslie Lewis called for discussion. Leslie's concern is that the proposal is spending money on a project that is not directly bringing in income. Reg pointed out that funds from the sell of the RV will decrease the output on the project. A vote was called and the motion carried.

NEW BUSINESS

Lana noted individuals that donated their time and experience judging rather than accepting the judges fee and suggested 'thank you' notes be sent. The board signed note cards expressing their appreciation for their services and support for the fair as well as our communities.

OPERATIONS REPORTS

PKA

Paul and Mark reported that they had one of their biggest turn-outs for their Gold Cup and all went well.

Manager's Report-

Al reported that there is a good chance we may get the Oak Ridge Boys for the 2016 fair. The line-up he is working on is looking good with offers out on a couple of different performers.

The Yamhill County Master Gardeners will once again be having their annual plant sale at the fairgrounds and manager Al Westhoff reports that their contract has been very short of what their actual usage is. The sale brought in revenue of \$19,000 this past spring. The board backed Al's suggestion to discuss the contract with the YCMG so that it better lines up with their usage.

There will be a change for 2016 in regards to the 4-H passes. The 4-H may no longer provide our office with a members list so they may receive discounted wristbands so it's been suggested by Mike Knutz that their Showworks system be set-up for those purchases to be made when the youth register for fair. The possibility will be further explored with the 4-H staff.

There has been a question from the payroll department regarding sick leave for Lana. The board confirmed that she is permitted 5 days of sick leave annually (in addition to her vacation time) that may not be accrued.

It has been asked that a phone be installed in the show office so that conference calls may be made when board members may not be present. The board approved that action.

Youth Report

Reg McShane had nothing to report.

Rodeo Report

Gary reported that the rodeo committee is working on the bucking chutes and more upgrades as well as repairs. He also noted that due to some contract changes we will have to contract our own rodeo clown for 2016.

He also noted that the gaming series will be starting again in October and all information is out and on the website as well as advertised in Northwest Rider.

Appreciation Dinner

The dinner will be held on October 19, 2016. *This date was changed the day following the meeting due to pavilion use conflicts; the date for 2016 will be Tuesday October 27th.

Seeing there was not further business the meeting was adjourned.