

**MINUTES FROM THE YAMHILL COUNTY FAIRBOARD**  
**Work session held in the Rodeo Show Office at the YC Fairgrounds**  
**at 5:30 PM, April 26, 2017**

The meeting was called to order at 6:38 PM by Chairman Gary Wertz. In further attendance were board members John Kemper, Leslie Lewis, April Courtney and Dean Schulz. Also in attendance were fair manager Al Westhoff and office manager Lana Drew.

This work session is for the purpose of addressing the need for a new fair manager and the plan to accomplish such.

Leslie Lewis presented financial history and projections as well as possible scenarios based on revenue and personnel options. There was discussion regarding potential facility improvements projects and their effect on revenue and expenses.

The Board reviewed the manager's job description and noted some minor corrections/addition. Leslie Lewis will present the changes to Commissioner Primozich for inclusion in the County HR records and for posting the position as open.

Further discussion continued regarding advertising for the position so that the chosen applicant may begin on July 1, 2017. The Board discussed whether to form a search committee for the initial review of applicants and then recommendation to the Board or just have the Board do it all. It was suggested that a committee could consist of Jerry Underwood (past Tillamook County Fair Manger), Joe Sharp (past Fair Board member), Commissioner Primozich and a current Board member. The decision was made that once the final applicants are chosen the full Board will conduct the interviews during an Executive session. The target date for the interviews is late May or early June so the chosen applicant may begin July 1<sup>st</sup>.

The meeting was adjourned at 7:18 pm.

Submitted by Lana Drew