

**MINUTES FROM THE YAMHILL COUNTY FAIRBOARD**  
**monthly meeting held in the Rodeo Show Office at the YC Fairgrounds**  
**at 6:00 PM, March 14, 2018**

The meeting was called to order at 6:05 PM by Chairman Dean Schulze. In further attendance were board members April Courtney, Leslie Lewis, John Kemper and John W. Nyberg. Also in attendance were fair managers Gary Wertz and Al Westhoff, office manager Lana Drew and Commissioner Liaison Stan Primozich.

There was no public comment presented.

Paul Smark and Mark Reese represented PKA and reported all is going well with nothing new to report.

**PAST MINUTES**

January board minutes were presented for approval (the February 2018 meeting was cancelled due to lack of quorum.) April Courtney moved to accept the minutes as presented, John Kemper seconded and the motion passed.

**FINANCIAL REPORTS**

Leslie Lewis presented the StateYam and Cash Flow reports. Lana Drew presented the AcctsRecReports; there were no questions or discussion. Lana Drew presented the report on upcoming users as a projection of future use and revenue.

There was discussion on the ATM loss and the need to increase the funds during larger events. Leslie Lewis moved to seek BOC approval for authorization to increase funding up to \$2500 as needed for larger events while leaving the ongoing operating funds at \$1600; John W. Nyberg seconded and the motion passed.

The proposed 18-19FY Budget was discussed with consideration given to changes in light of increased use.

**OLD BUSINESS**

The work session will be scheduled after staff has presented proposals to the board for review prior to the work session.

**NEW BUSINESS**

The progress and status of the new small animal barn was presented by Manager Gary Wertz. After contacting several contractors he is asking that the board approve contracting with West End Construction for the project (others were either unable to meet the needed time line or not interested.) West End Construction will do the complete job handling all filing and reporting. We have \$93,011 available and the contract will be for \$85,000. April Courtney moved to accept the proposal and move forward with West End Construction; John Kemper seconded and the motion carried.

A letter from the Yamhill County 4-H Advisory was presented. The board discussed and approved Manager Gary Wertz's suggested response.

## **REPORTS**

Fair Coordinator Al Westhoff reported on the status of fair plans. All entertainment has been secured though we are not cleared to advertise Brett Young's appearance until June 1<sup>st</sup>, possibly sooner. He further reported that all previous vendor sites have been filled and we are currently working on filling the Cruickshank and Nyberg buildings. Sponsors and vendors letters are going on this week and a press release is being worked on.

Manager Gary Wertz reported on the purchase of a water truck and a used commercial refrigerator from the state surplus as well as 450 folding chairs purchased for \$6 each.

There was discussion about the upcoming events and increase in users.

Dean Schulze reported on what's available for AED units on the grounds. Costco currently has them available for \$1190 each. The board will discuss further in the future.

Seeing there was no further business John Kemper moved to adjourn; John W. Nyberg seconded and the meeting was adjourned at 7:50 PM

Submitted by Lana Drew