

MINUTES FROM THE YAMHILL COUNTY FAIRBOARD
monthly meeting held in the Rodeo Show Office at the YC Fairgrounds
at 6:30 PM, May 10, 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, office manager Lana Drew and Commissioner Liaison Stan Primozich. Portland Karting Association was represented by Paul Smark and Mark Reece.

OUTSIDE REPORTS

PKA reported that annual clean-up is almost completed and all event dates have been submitted to the fair office.

APRIL MINUTES

Dean Schulz moved to approve the April board meeting minutes and the April work session minutes as presented; John Kemper seconded and the motion carried.

FINANCIAL REPORTS

Leslie Lewis presented a cash flow projection report and the StateYam report. The Board reviewed the Accounts Receivable report submitted by Lana Drew.

OLD BUSINESS

The search for a new manager to replace retiring manager Allan Westhoff was discussed. Leslie Lewis is working with County Human Resources regarding the job description and job posting. There was discussion regarding the job description verbiage and what is desired regarding fair experience. Following the discussion a compilation of information was gathered by Leslie for submission to HR.

NEW BUSINESS

No new business presented.

OPERATIONS REPORTS

- Allan Westhoff gave an update on the progress of the new small animal barn project.
- It was reported that the sponsorships have been coming along well and will likely exceed last year's total.
- Fair vendor sites are full.
- The Oregon Fairs Foundation scholarships have all been awarded and of the eight three are from Yamhill County. Yamhill County Fair will be making presentations in Sheridan and McMinnville.
- The Ambassadors have nine speaking engagements set-up with a couple of pending appointments. Clothes have been secured, they are still waiting on a photo time and the belt buckles have been ordered.

As there were no further reports or discussion, the meeting was adjourned at 7:39 PM.

Submitted by Lana Drew