

**Benton County Fair Board Meeting**  
Monday, November 16, 2020, 6:00 p.m.  
GoToMeeting

Board Members Present (Virtual): Gregg Thompson, Darrell Oakes, Hans Neukomm, Heather Stevens, Carl Chambers, Mark Baumgartner and Trudy Overlin, Chair

Liaisons Present: Commissioner Pat Malone and Kristi Schrock, Rodeo Committee

Staff Present: Lynne McKee, Manager and Nancy Swain, recorder

1. Overlin called the meeting to order at 6 PM.
2. No changes were made to the Agenda after Overlin inquired of any alterations.
3. Consent Agenda - Baumgartner moved and Stevens seconded a motion to accept the Consent agenda. The motion passed unanimously.
4. Citizens Comments – No Citizen Comments were made.
5. Discussion Topics
  - a. Merger of Benton County Natural Areas & Parks with Fairgrounds -McKee reported she and Starha continue to tour parks, develop job descriptions and make decisions to combine the two departments; they are working Human Resources, Finance, Information Technology and Facilities Departments. McKee shared her comfort with the plan and noted the Board of Commissioners will vote formally on the merger at their December 1, 2020 meeting.
  - b. Manager’s Report - McKee referred to the Financials she sent noting the Fairgrounds is still ~\$470, 00 in the black: ~370,000 is Transient Lodging Tax money while the balance is actual revenue from RV storage and Benton Oaks RV Park. McKee noted the bottom line continues to be aided by the part-time deployment of three staff to the Natural Areas and Parks Department. McKee shared Rotary's plan to put on a drive-thru Christmas event, December 5. Modeled after their successful Halloween event where they gave out 1147 candy bags to children in 500+ cars, Rotary will hand out craft activity bags.
  - c. 2021-2023 Capital Improvement Projects -McKee stated she is continuing to use the Fairgrounds Implementation Proposal as her guideline noting several Phase One projects were completed before Covid-19 put a stop on action.
  - d. Fairgrounds Award Nominations -McKee encouraged the Board to send her nominations for Friend of Fair, Fairgrounds Champion and Rich Guerber Award.
6. Fair Board Committee Reports
  - a. Executive Committee – Did not meet; no report.
  - b. Business Development Committee - Did not meet; no report.
  - c. Facilities Committee – Did not meet; no report. McKee volunteered to set up a virtual meeting to review upcoming CIP request and was asked to do so after the Thanksgiving holiday.
  - d. Fair Committee -Stevens reported the Committee met and reviewed 2020 plans as most of those contracts will be extended for 2021. The For Main Stage entertainment, Stevens reported there will be two nights of County (Wednesday & Friday) with Latinx programming added to Wednesday and two nights of tribute bands. Stevens also reported Rainier Amusements will be back. The 2020 Theme Kids, Critters & Cotton Candy will be repurposed for 2021.
  - e. Rodeo Committee – Schrock reported the committee had not met and that most members did assist with the Wild Fire Response.
  - f. Governance Committee –Thompson attempted to share his latest but was thwarted by technical difficulties; he will email the graphs/his report.
7. Other Reports and Announcements

- a. 4-H Liaison – No Report
- b. Other - None

Adjournment – 6:35 p.m.

Next Meeting: December 21, 2020 - 6 PM

*The Fair Board may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.*

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Fairgrounds Office (541)766-6521

*\* Indicates that support materials were distributed prior to meeting*