

Benton County Fair Board Meeting
Monday September 15th, 2025, 6:00 pm.
Benton County Event Center & Fairgrounds, Auditorium Building.
110 SW 53rd Street, Corvallis OR 97355

Fair Board Members Present: Kristi Schrock Chair, Aurora Jensen Vice Chair Zel Brook, Mark Stephens

Liaison Present: Pat Malone

NAPE Staff: Jennifer Martin Fairgrounds Manager, Kerri Sellers Mandelkow Admin Asst

Guests: ~

Schrock called the meeting to order at 18:01 hrs.

1. Schrock called for review of Agenda and previous meeting minutes Motion entered to approve by Zel and second by Aurora. All in favor no one opposes.
2. Citizen Comments – Schrock noted no citizens attending and moved into discussion.
3. Director's/ Fairgrounds Manager's Report:

Fairgrounds Manager's Report – Jennifer Martin

Dog Town Festival Proposal

- Met with **Michael Allen** regarding the proposed **Dog Town Festival**, a four-day event centered around an **Extreme Air Dogs** show, with food trucks and vendors.
- References for Michael Allen were **highly recommended**.
- Jennifer will confirm **liability requirements** with **Vance** before proceeding.
- **Recommendation:** Start with a **one-day pilot event** to gauge community interest.
- Potential to **combine Air Dogs with the bounce house** for added family engagement.
- A **Business Development Committee** meeting will be held prior to presenting the proposal to the full Fair Board.

Subcommittee Structure

- Discussion on reestablishing and maintaining committees.
- **Jennifer and Kristi** to meet and determine which committees to retain.
- **Kristi requested** committee updates be added to the agenda as a standing item under the **Manager's Report**.

Volunteer Appreciation Dinner

- Originally scheduled for **Thursday, October 16, 2025**, now **rescheduled to Tuesday, October 14, 2025 (5–8 p.m.)**.
- **Action Items:**
 - Order **plaques** for award recipients.
 - Form a **committee to select award winners**.
 - **Nomination forms** to be distributed **Tuesday, September 16, 2025**, and due **Monday, September 29, 2025**.
 - **Kristi and Jennifer** meet on **October 1, 2025**, to review nominations.
 - **Mindy** assisting with securing sponsorship from the **Old Spaghetti Factor**

Other Reports

Community Engagement & Outreach

- Increase the **Fairgrounds' community profile** through visibility at local events.
- **Philomath Chili Cook-Off:** Discussion on returning the event to the fairgrounds.
- Encourage participation in the **Chamber of Commerce** and other community organizations.
- Offer **discounted booth fees** for **501(c)(3) nonprofit organizations** during the fair.
- Provide **more free family-friendly activities**, such as inviting the **Bookmobile** to attend the fair.
- Form an **Outreach Subcommittee** to strengthen community partnerships.
- Explore advertising opportunities for the **Culinary Connection Commercial Kitchen**.
- **Entertainment:** Consider **Tucker Whitmore** as an opening act for the fair.

Adjournment: 19:06 pm

Next Meeting: November 17th, 2025

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.