

**MINUTES OF A SPECIAL FAIR BOARD MEETING
AUGUST 22, 1990**

FAIR BOARD

Lloyd Baron
Jeanne Leeson
Rocky Williams
John Thomas
John Meek

STAFF

Cal Wade

GUEST

Vern Shahan
Sharon Cornish
Lucille Warren-Argus
Connie Potter-Oregonian
Ed Shephard

The meeting was called to order at 4:30PM by Chairman Baron. The purpose of the meeting was to recap the Fair and discuss the Fairgrounds options after the defeat of the Bond.

The minutes of the special meeting of August 10, 1990 were approved.

Wade presented a recap of the Fair Income and Expenses. He then presented a recap of the Fairgrounds present financial status and a projection of the year end expense and income items.

Baron asked Wade and Shahan to give a recap of the vote by Precinct. Wade and Shahan reported only 27 precincts were positive. There were two in Forest Grove and one in East county. The balance (24) were in the Hillsboro area. Wade reported the precincts bordering the Fairgrounds for the most part were positive.

Wade discussed his meeting with Murray Fretz, General Manager of the PI, in regards to the failure of the Bond issue. Fretz is very concerned about the capital improvements on the Grounds, but feels the PI has no intention of moving. Fretz feels the Fairboard is really trying to put the 1984 MasterPlan together. He does have a few priorities of improvements. These are all improvements which will make present facilities more functional:

1. Upgrade 4-H barn electrical
2. Beef up tie racks on south end of 4-H barn.
Tie racks also need to be higher.
3. Better water in the Main Exhibit Building
4. Repair Swine Barn and build more pens.
5. Powder River type stalls in east Horse barn.
(same as West barn)

Fretz feels we can go at least two more shows (beginning 1990) before we have major problems.

Fretz is very concerned about Grandstand and considers this a priority item.

He has asked Wade to meet with PI Executive Board on September 5 to discuss future with them.

Baron then asked Board to discuss future set of priorities.

It was generally agreed the most pressing problem was the purchase of Real Estate noting the July 1, 1991 deadline. It was also agreed that funding the Grandstand was also a major problem.

MOTION: MADE BY LEESON AND SECONDED BY THOMAS TO HAVE BARON APPOINT 3 COMMITTEES TO RECOMMEND PROCEDURES TO PURCHASE REAL ESTATE, BUILD GRANDSTAND AND TO FUND THE BALANCE OF FAIRGROUND IMPROVEMENTS.

Baron appointed himself, Meek, and Wade to be the Committee to come up with a plan to address the Real Estate. Baron appointed Williams and Shahan to present a plan to finance the Grandstand.

Baron asked Wade to assist him to organize a Task Force to address the overall issue of funding improvements to Fairgrounds. Some of the names suggested to serve on the Task Force were:

Lloyd Baron	Bob Jones	Rick Van Bevren
Jeanne Leeson	Gene Siebel	Grant Johnson
Cal Wade	Jerry Edwards	Lucille Warren
Vern Shahan	Warren Lancaster	Tom Bryan
Bob Herb	Addie Hesse	Jerry Draggoo
Gene Leo	Glen Walters	Valerie Johnson
Mary Tobias	Bob Moore	Larry Cole

Board members were urged to call Wade or Baron if any other names came to mind.

The Real Estate and Grandstand Committees will report their plans to the Board at our regular meeting on September 5. The Task Force will give a progress report at the same time.

Wade gave a Capital needs assessment report. He has estimated a Beginning cash balance of \$400,000.00 (savings).

Beginning Cash		\$400,000.00
Fair Reserves	\$125,000.00	
Cash Flow Reserve	50,000.00	
Main Exhibit Building	100,000.00	
Electrical 4-H Barn	5,000.00	
Grass parking area	3,000.00	
Misc. equipment	<u>15,000.00</u>	
		<\$298,000.00>
Balance for Capital Improvements or miscellaneous non-budgeted items		\$102,000.00

Wade reported an estimated cost of Steel building. Information was obtained from steel storage systems, Hubbard, Or. 140 ft. width, no more than 2 rows of posts built in 20'/30' Bays would run approximately \$5.50 per sq. ft. for basic building in place. Concrete, electrical, plumbing, permits & etc. would be additional.

Wade recommended not building this building at this time since both the PI and Fair could get along for 1 to 2 years without it. He did note however, there is a loss of potential income by waiting.

Both Meek and Leeson expressed concerns about proceeding with the building at this time.

Wade did recommend minimum repairs to Swine unit and to make additional pens. Most of material for pens is in hand.

Wade also gave a report on a meeting of the Washington County delegation to OTA. Unofficially they expect the Fairgrounds to resubmit the OTA Grant. This would have to go through channels and be approved at County level before submitting to OTA Attractions Committee for their approval.

Lucille Warren asked Board where they were coming from regarding "Big Name" entertainment during Fair. All 5 members voiced their full support to continue. All Board members feel it would be a mistake to stop until the 5 year program can be evaluated. 1991 will be the 5th year.

At the request of the Board during the August 10, 1990 meeting Wade presented an additional staffing needs assessment.

EMPLOYMENT PROJECTIONS

Additional Help

Beginning March 1, 1990	*Maintenance worker
Beginning immediately	**Office person

*In addition, if Gene Dunn elects to retire in August of 91 we need to hire his replacement before he leaves.

**This position is directed toward a larger emphasis on Marketing and Press relations. We would put Patti Poe into this position with the added responsibility of overseeing a new Bookkeeper and to file the monthly reports. The new part time person would be a receptionist and Bookkeeper (daily postings).

In addition, we will need our normal Summer extra help in the Maintenance Department. The part time office person will become full time during Summer (May through September).

We also have some need of Fair speciality areas such as help for Chris Cullen.

After discussion, the Board accepted the report as information and would take it under consideration during the annual Workshop on September 21, 1990.

Williams asked the Board for permission to contact a tree moving firm to donate their time and equipment to move the Fir trees in the North parking lot. The Board agreed this should be done, but the new locations needs to be carefully considered. Meek suggested bordering the Ball field. Wade stated that Ron McAuley had suggested the same thing.

Meeting was adjourned at 6:15 PM.

Cal Wade
Executive Director