

Minutes of a special meeting held February 21, 1979 at the fair office.

CALL TO ORDER Chairman Boyer called the meeting to order at 7:40 p.m.

ATTENDANCE	<u>FAIR BOARD</u>	<u>GUESTS</u>
	Jerry Boyer Ralph Holland Charles Colegrove Agnes DeLashmutt Jerry Pflug	Gary Poole, Multi-Use facility Chr. <u>DIRECTOR AND SECRETARY</u> Adeline Hesse Lorrie Maki

MULTI-USE FACILITY UPDATE Gary Poole, Chairman of the Multi-Use Facility Project, presented a plan for the proposed multi-use facility. The plan included:

55,200 sq. ft. 230' x 240' seating for 1,600 return shutes and assembly area south end wide entry for RV shows and livestock entry bldg.	150' clear span (with 40' wide each lean-to additions to house office, restrooms, downstairs and announcer booth upstairs) removable fences for chutes, holding pens, etc. complete with wiring, etc.
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The multi-use facility committee feels, after compiling ideas from groups that will utilize the facility, it should be well received. It will be large enough to hold Class A Horse Shows.

The first phase will include a pole building, covered, 60' x 150', no sides or utilities, built to public occupancy specifications. Poole hopes to have the building site surveyed February 24 and staked with flags.

Pflug suggested after the area is staked, a sign reading i.e., "Future site of the multi-use facility" could be erected. Pflug will sketch a draft of the sign.

A plan for the multi-use building will be on file at the fair office and distributed to 4-H, Livestock Association, etc., after Poole makes several minor changes.

The Fair Board feels the plan is well worth every effort.

MINUTES APPROVED MOTION: MOVED BY RALPH HOLLAND, SECONDED BY AGNES DELASHMUTT TO APPROVE THE MINUTES FOR JANUARY 15 AS PRINTED AND MAILED. MOTION CARRIED.

BILLS AND PAYROLL APPROVED MOTION: MOVED BY JERRY PFLUG, SECONDED BY RALPH HOLLAND TO APPROVE THE BILLS AND PAYROLL AS SUBMITTED AND LISTED. MOTION CARRIED.

FINANCIAL RECAP MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO ACKNOWLEDGE RECEIPT OF THE FINANCIAL RECAP FOR JANUARY, 1979. MOTION CARRIED.

RODEO EXPENSES

Fair office received invoices paid by Ken Lewis, Rodeo Board Chr., The Fair Board appreciates Lewis' effort for proper documentation of expenses and his prompt payment. The Fair Board feels that Mr. Lewis should not have to personally pay expenses incurred by the Rodeo Board. The Rodeo members should have invoices billed directly to the Fair office. All revenue received in conjunction with Rodeo should be made payable directly to the Fair Board. This would allow all paperwork to be handled and bills paid and credited to the proper account.

The Fair Board will reimburse Lewis for bills already paid by him. However, the Rodeo budget has not yet been approved for 1979. Hesse was instructed to draft a letter to clarify the procedure the Fair Board has established for Chr. Boyer's signature.

CORRESPONDENCE
*4-H POLICY

Lyle Spiesschaert, 4-H & Youth Extension Agent, related his understanding of the philosophies and concerns about 4-H members exhibiting in both 4-H and open class divisions at the Fair. He feels there is a conflict if the same exhibit is allowed to enter both 4-H and open class.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY RALPH HOLLAND TO CONTINUE FAIR BOARD POLICY: THE SAME EXHIBIT SHALL NOT BE USED FOR 4-H, FFA AND OPEN CLASS. MOTION CARRIED.

*COUNTY COUNSEL

County Counsel responded to inquiry made re: proper procedure for handling of contributions. Hesse will meet with Fred Leutwyler, Department of Finance and Administration, for further information.

RODEO CONTRACT

DeLashmutt will attend the next Rodeo Board meeting at the invitation of Ken Lewis. Rodeo stock contract bids are being received.

COUNTY COUNSEL
MEETING

Boyer, Hesse, Commissioner Fisher, County Adm. Officer Potter and County Counsel Hathaway met February 20th to discuss contract bidding.

Commissioner Fisher had been contacted for information on bidding for a fairgrounds activity. Hesse was asked to provide records of the past bids to the bidding party.

County Counsel Hathaway advised that competitive bids are required for all activity requiring a \$5,000 and over expenditure. (Includes construction, repairs, improvements, but not personal or professional service contracts) When purchasing service under \$5,000 it is prudent to solicit at least 2 oral quotes. When possible, this is the method used to do business at the fairgrounds

The bidding party should be considered not only for his dollar value, but for his services provided, quality of those services and working relations with past and present contractors.

Payroll for January, 1979 was 1,500.01

1613	Anthony's	6.90
1614	Sunshine Pizza	18.05
1615	Albertson's	13.22
1616	Petty Cash	24.17
1617	Washington County Dept. of Finance	300.00
1618	General Telephone	31.20
1619	First National Bank	192.30
1620	Northwest Natural Gas	94.95
1621	J Thayer Co.	20.08
1622	BakerRock Crushing Co	144.46
1623	Hill Florist	10.00
1624	City of Hillsbor Utilities	32.00
1625	Chapman's Service Shop	3.50
1626	Hillsboro Auto Parts	32.68
1627	Holland Feed	37.75
1628	Copeland Lumber Yards	17.65
1629	Western Farmers	48.80
1630	Hillsboro Office Supply	12.33

COUNTY COUNSEL
AND BIDDING

THE bidding topic brought up the destruction derby proposals, presented to the Fair Board February 7. Hesse was instructed to write a letter addressing both parties asking them to respond to a proposal for two derbies - one to be held July 4, the other August 1.

Northwest Sports will be asked to comment on the admission adopted by the Fair Board and also advised that no glass or chrome will be allowed.

The rules adopted by the Fair Board must be followed to insure safety of the participants and livestock used for the horse shows and rodeo. The rules are part of the contract.

A & P Sports will be asked to comment on a guarantee and time and length of the derby. Both parties will be asked to submit a copy of the rules and a detailed schedule of events.

DAIRYWIVES MEETING The Washington County Dairywives held their monthly meeting at the fair office per Hesse's invitation. There was a good attendance and concerns were expressed and answered or discussed. The Dairywives pledged their support of the Bossters Auction, July 21 and will help in the milk parlor planning.

DONATIONS REC'D The Cedar Hills Kiwanis have pledged 2 days manual labor on the drainage project.

The Groner Women's Club Annual Rummage and Plant Sale (May 18 and 19) entire profit will be donated for shrubs and trees after drainage project is completed. (Usual revenue is between \$400 - \$600)

Beaverton Rotary is planning to cover the livestock showings at the fairgrounds.

TRUCK MOTOR A new motor for the GMC Truck has been purchased and is presently being installed.

SHEEP SUPERINTENDENT APPOINTED MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY RALPH HOLLAND TO APPOINT MARGE ZURCHER OPEN CLASS SHEEP SUPERINTENDENT. MOTION CARRIED.

CHANGE TITLE MOTION: MOVED BY JERRY PFLUG, SECONDED BY CHARLES COLEGROVE TO APPROVE THE CHANGE OF THE TITLE FAIR MANAGER, WASHINGTON COUNTY FAIR TO DIRECTOR, WASHINGTON COUNTY FAIRGROUNDS. MOTION CARRIED.

SWINE AND WINE DELECTION Low exhibitor attendance in the swine department and organizational problems in the commercial wine department warrant a discontinuation for 1979 Fair. (Homemade wines will continue to be included)

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY CHARLES COLEGROVE TO DELETE SWINE AND COMMERCIAL WINES FROM THE PREMIUM BOOK FOR OPEN CLASS ENTRY. MOTION CARRIED.

BLUE GRASS CONCERT REQUEST JULY 21 In conjunction with Western Days, KUIK Radio Station (under new management) would like to hold a family blue grass concert at the fairgrounds. KUIK would like the event to be family oriented. Boosters and Fair Board could handle beer and food concessions. Boosters will also be holding their Auction along with 4-H Wet Mare Day.

KUIK would be charged a flat rental fee and asked to pay actual garbage cost. Security must be provided by the leasees and shall be satisfactory to Chief Herman Woll and Fair Board.

The Fair Board does not oppose the idea and encourages fairgrounds usage.

WORK SHEET Pepsi Day ride coupons and information were reviewed with several changes noted on the coupons to clarify rate of exchange.

JAYCEE REPLY
CONTINUED

1. To run at least the beer concession during destruction derby and would split profit with Fair on 50/50 basis. Would consider same deal on food.
2. Require 25¢ per person for gate admission.
3. Request a binder from Fair Board for participant and spectator liability.

The Fair Board does not accept all of the proposals. Because the Jaycees turned down offers of community service, when agreeing to the fairgrounds rental, the Fair Board reserved the right to host an event for fund raising.

ESD LETTER

Dr. William Proppe, Education Service District Superintendent, graciously consented to return the 1922 - 1928 Fair Board minutes now in possession of the school district. Holland and Hesse will accept the minutes from Dr. Proppe Thursday, 2:30 p.m. at the ESD office.

COMMISSIONER
MEETING

A meeting to update the commissioners on the drainage project was set for Tuesday, February 27th. The meeting was changed to March 1, Thursday. Because of previous commitments the Fair Board is unable to attend the March 1st meeting.

LOGO

Nine logo concepts were presented for Board review. The concepts do not convey the message the Fair Board and Staff desire. All were rejected. Messe and Boyer will have lunch with the artist to convey more definite ideas.

NEXT MEETING

Next regular Fair Board meeting will be held March 7th - 7:30 p.m.

EXECUTIVE SESSION

An executive session was called at 10:29 p.m.

DISCUSSION

The collection of unpaid bills was discussed.

MONDAY OFFICE
HELP

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO PROVIDE BUDGET MONEY FOR A PART TIME SECRETARY ONE DAY PER WEEK. MOTION CARRIED.

ADJOURNMENT

The executive session was adjourned at 10:40 p.m.

Respectfully submitted,

Lorrie Maki

Washington County Fair

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CALL TO ORDER Meeting was called to order at 10:29 p.m.

DISCUSSION Terry Rueb, FFA superintendent, was issued 100 bracelets for gate admissions. A number of the bracelets were stolen from his desk. A total of \$100.00 is due for the bracelets issued. Hesse has repeatedly written requesting payment.

Rueb has stated when the Washington County Livestock Association pays for the loading ramp/chute, he will then pay the money due. Time should not exceed three weeks.

Fair Board suggested going to principal or superintendent if not received at the end of the three week period.

MONDAY OFFICE With one person only in the office on Monday, it hinders out of
HELP office duties.

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO PROVIDE BUDGET MONEY FOR A PART TIME SECRETARY ONE DAY PER WEEK. MOTION CARRIED.

ADJOURNMENT Executive session was adjourned at 10:40 p.m.

Washington County Fair
Proposed Agenda

February 21, 1979
7:30 p.m.

1. Guests: Gary Poole, multi-use building update
2. Approval of February 7 minutes
3. Approval of bills and February payroll (list enclosed)
4. Review and approval of January monthly financial recap (enclosed)
5. Correspondence from Ken Lewis re: Rodeo bills (enclosed)
6. Correspondence from Lyle Spiesschaert, 4-H county extension agent (enclosed)
7. Correspondence from County Counsel on donations (requested by Manager)(encl.)
8. Report from Mrs. DeLashmutt on Rodeo contract
9. Comment from Boyer on February 20 meeting with County Counsel.
10. Manager's report:
 - A. Washington County Dairywives met at fair office February 13
 - B. Speaking engagement March 1 at Washington County Extension meeting (Beaverton)
 - C. Donations generated since last meeting:
 1. Cedar Hills Kiwanis - 2 days annual labor on drainage project
 2. Groner Women's Club Annual Rummage and Plant Sale (May 18 & 19) profit will be donated for shrubs and trees after drainage project is completed. (Usual revenue is between \$400 - \$600)
 - D. Maintenance - motor for truck is being installed; 2 of 3 toilet bowls are purchased for replacement
 - E. Recommendations:
 1. Appointment of Marge Zurcher to Open Class Sheep Superintendent
 2. Fair Manager, Washington County Fair title be change to Director, Washington County Fairgrounds
 3. Deletion of commercial wines and swine divisions.
11. Request for Blue Grass concert by the Hillsboro Retail Trade Committee July 21 - same day Boosters Auction and Wet Mare Day.
12. Work Sheet - Fair admission, specials, pepsi coupon (enclosed)
13. Schedule of Events - entertainment, consideration of pole structure 40' x 48' first phase

14. Premium Book:

- A. livestock rules (enclosed)
- B. governor's message
- C. ad sales
- D. historical premium payment status (enclosed)
- E. final comments on sheep (enclosed)
- F. Floral Department change - first show garden club July 31, Aug. 1, 2
open class and juniors - second show Aug. 3, 4, 5

15. Executive Session

- A. Superintendent discussion
- B. Uncollected payments
- C. Hiring of part time (1 day a week) secretary

The Board encourages the attendance of citizens at its Board meetings. When a person wishes to bring a particular matter to the attention of the Board, it is recommended that the matter be first discussed with the Fair Manager in order that it may be given time on the meeting agenda and also time for the Manager to gather together relative information in order that the Board may give the matter adequate attention and consideration. However, if this is not possible nor desired by the party, the Board will listen to any citizen who appears before them, but will reserve the right to postpone the decision to a subsequent meeting.

For your information: **ADJOURNMENT** --- Directors may desire to go into executive session to discuss legal matters and/or matters pertaining to personnel under authority of Oregon Laws, 1973, Chapter 172, 6 (1)(a) ORS 192.660 (1)(a) and Oregon Laws, Chapter 172 6(2)(a). This requires two-thirds affirmative vote of the Board.

Washington County Fair
Addendums to February 21 special Fair Board meeting

1. Conversation - February 19 - with Hillsboro Jaycees. Their purpose:
 - A. to run at least the beer concession during rodeo and would split profit with Fair on 50/50 basis. Would consider the same deal on the food.
 - B. require 25¢ per person for gate admission.
 - C. request a binder from Fair Board for participant and spectator liability. (I assume the promoter could add the Jaycees without a problem)
2. Draft to answer Evers correspondence
3. Correspondence from Education Service District Superintendent Dr. William Proppe
4. Meeting to update the County Commissioners on Tuesday, March 1* Courthouse, 10:00 a.m.
5. Report from Chairman Boyer - City of Hillsboro proposal
6. Preview of Logo and graphics

*Meeting changed from February 27 per phone call today at 11:30 from the Commissioners' office.