

M I N U T E S

Minutes of a regular meeting of the Washington County Fair Board held Wednesday, July 13, 1983, at the Fairgrounds Office beginning at 4:35 p.m.

ATTENDANCE

Fair Board

Charles Colegrove
Jeanne Leeson
John Love
Homer Speer
Margaret Sprecher

Staff

Adeline Hesse
Valerie Bentley

Guests

Stan Rickard, Architect
Jerry Boyer, Hillsboro Chamber
of Commerce

CONSENT
AGENDA

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE THE BILLS AS SUBMITTED, THE MAY 1983 FINANCIAL RECAP, AND THE JUNE 1, 1983, BOARD MINUTES. MOTION CARRIED. (Bills listed on page 2 & 3.)

ELECTION

The Board reviewed correspondence to and from Sharon Cornish and Secretary of State concerning election law violations by the Washington County 4-H Leaders Association. Board agreed the violations were not made intentionally.

HORSE
SHOES

Lloyd Baron wrote the Fair Board that a 80' x 50' area would be adequate for installing horse shoe pits at the fairgrounds. The Board agreed the area to the west of the Cloverleaf Community Building would be fine for the horse shoe pits.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE THE HILLSBORO CHAMBER OF COMMERCE TO INSTALL HORSE SHOE PITS IN A 80' x 50' AREA WEST OF THE CLOVERLEAF COMMUNITY BUILDING PROVIDING THE PITS ARE COVERED OR REMOVED AFTER USE. MOTION CARRIED.

Hesse will remind the Chamber of tentative nature of the pits until after the master plan is completed.

OREGON
REALTY

The Board noted a letter from Oregon Realty stating that Richard Occhiuto again has his 57.6 acre farm for sale. Oregon Realty suggested the Fair Board build a covered arena or move to a location with a covered arena.

ARENA
FOOTING

The Animal Bedding Company in an effort to market new footing and bedding materials has offered to place footing in the warm-up arena for free. In return the company requests free booth space for the 1983 fair, written opinion from fair after six weeks, and a list of livestock exhibitors and shows using the arena over the next 12 months, and permission to place a drawing entry stand in arena area.

Horse Superintendent, 4-H Extension Agent, and Maintenance Supervisor all feel good about installing the footing. Hesse has talked with other fairgrounds using the footing and has received no negative responses.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO APPROVE FREE INSTALLATION OF FOOTING FOR THE WARM-UP ARENA AND BEDDING FOR THE POULTRY/RABBIT BARN BY THE ANIMAL BEDDING COMPANY WITH ALL "DISCOUNTED FOOTING" CONDITIONS ACCEPTABLE BUT FAIR BOARD NOT ABLE TO PROVIDE EXHIBITORS LIST. MOTION CARRIED.

Bills for Approval, July 13, 1983

4396	Pinto Horse Assoc.	25.00	Open class horse show fees
4397	Christy's Deli	15.75	Fair Board meeting
4398	Albertsons	12.36	Fair Board meeting
4399	VOID		
4400	Dancing Dragon	12.75	Rodeo Committee
4401	Cascade Business Machines	16.50	Typewriter supplies
4402	Hillsboro Implement	42.90	Rototiller blades
4403	Pool-Gardner Lumber	156.12	Ticket booths
4404	Hillsboro Office Supply	12.65	Office supplies
4405	Western Business Builders	46.50	Ribbon stickers
4406	Hillsboro Farm Equipment	18.15	Toro maintenance
4407	Copeland Lumber Yards	10.58	Painting supplies
4408	P.G.E.	12.96	Utilities
4409	Minuteman Press	36.50	Printing envelopes
4410	Finance & Administration	6,202.53	March salaries & O.P.E.
4411	Dept. of Agriculture	40.00	Scales licenses
4412	Postmaster	80.00	Postage
4413	Adeline Hesse	50.00	Car allowance
4414	Valerie Bentley	25.00	Car allowance
4415	Rennia Meek	100.00	Entertainment Coordinator
4416	Brad Sticka	83.65	Advertising commission
4417	Check 'n Balance	50.00	Bookkeeper
4418	Minuteman Press	67.70	Printing letterhead
4419	G.T.E.	158.78	Telephone
4420	Pay 'n Save	30.28	Paint & supplies
4421	Elmers Flag & Banner	77.50	Derby flags
4422	Full Circle, Inc.	52.20	Oil & grease
4423	Boise Cascade Office Prod.	70.58	Paper cutter, misc. office supplies
4424	VOID		
4425	Assoc. Paper & Janitor	6.60	Mop
4426	N.W. Natural Gas	35.78	Utilities
4427	Hillsboro Garbage	90.00	Utilities
4428	Finance & Administration	18.19	Office supplies & copies
4429	Finance & Administration	5,551.32	April salaries & O.P.E.
4430	Times Publications	6,579.00	Premium book printing
4431	P.G.E.	248.24	Utilities
4432	Russ Dyche	25.00	Reimburse septic pumping
4433	Mark Carline	35.00	Refund
4434	Northwest Attitudes	1,200.00	Survey
4435	Marty Oppenlander	100.00	1982 Derby Towing fuel
4436	United Grocers	217.63	Derby concession
4437	Waremart	16.21	Derby concession
4438	Livestock Auction Comm.	1,800.00	Prime stock sale
4439	Bark Barn	15.00	Bark dust
4440	Award Specialties	594.00	Derby trophies
4441	Crispins Gift Gallery	60.00	Fair admission stamps
4442	Trump Litho	27.50	Cowboy breakfast tickets
4443	Parr Lumber Co.	724.93	Rodeo improvements
4444	Phillips Sanitary Serv.	200.00	Derby toilets
4445	Frasers City Laundry	17.76	Pit Pass pins
4446	Petty Cash	22.94	Misc. office supplies
4447	Postmaster	97.00	Postage
4448	Lois Stevens	14.75	Poster supplies
4449	Resers	86.00	Derby concession
4450	United Grocers	108.31	Derby concession

Bills for Approval, July 13, 1983

4451	Albertsons	70.00	Derby concession
4452	Garment Graphics	93.75	Fair Board shirts
4453	Spectrum Studios	189.88	Update jingle - advertising
4454	Cascade Business Machines	55.00	Typewriter rental
4455	Candace McKinley	80.00	Coordinate jingle update
4456	Fox Valley Marking System	32.11	Marking paint
4457	Boise Cascade Office Prod.	28.98	Numbering machine
4458	VOID		
4459	Full Circle, Inc.	472.70	diesel, fertilizer, painting supplies, etc.
4460	Hillsboro Implement	59.28	Rotary mower disk
4461	Hillsboro Feed & Garden	4.99	Slug bait
4462	Hillsboro Office Supply	13.42	posterboards, etc.
4463	Copeland Lumber Yards	51.19	Materials for signs
4464	Don's Plumbing & Heating	8.35	Plumbing repairs
4465	Hillsboro Farm Equip.	43.45	Equipment repair
4466	T-Bird Home Centers	249.37	Pruning shears, paint
4467	Hillsboro Quick Print	73.00	Pit pass printing
4468	The Canby Herald	100.05	Commercial pass booklets
4469	VOID		
4470	Hillsboro Soroptimists	50.00	Dues
4471	Reef Industries	33.75	Security banner
4472	Rennia Meek	100.00	June entertainment fee
4473	Finance & Administration	5,524.70	May salaries
4474	Times Publications	15.50	Flyer velox

CLOVERLEAF Stan Rickard, Hesse, and Colegrove met with Suomi and Triad (the metal roofing company) to resolve the leaking roof on the Cloverleaf Community Building. Suomi felt the leaking was through the roof vent and was an architectural problem. After covering the vent and spraying water on the roof, it was found the ridge panel on the roof was not secured properly -- 50% of the screws needed to be replaced and holes plugged. The Pleko (outside wall finishing) people have worked on the stains on the outside finish.

Rickard has reached the same conclusion for liquidated damages: 11 days at \$100 total of \$1,100. Rickard feels construction was allowed to fall behind schedule from the beginning.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO REAPPROVE \$1,100 LIQUIDATED DAMAGES AGAINST SUOMI ENTERPRISES FOR NOT COMPLETING CONSTRUCTION OF THE CLOVERLEAF COMMUNITY BUILDING AS SCHEDULED. MOTION CARRIED.

Hesse will inform County Counsel of the Board's decision and issue a check for the balance (minus \$1,100) of construction. The metal building company have issued a new one year warranty dated when all metal building repairs were completed.

The Fair Board thanked Mr. Rickard for doing a good job for the fairgrounds.

**SCHEDULE
EVENTS**

The Fair Board reviewed the schedule of events for the 1983 fair. Hesse has arranged to have Johnny Limbo & the Lugnuts for a concert Thursday, August 11, 8:30-11:30 p.m. Washington Federal Savings Bank has agreed to sponsor half the concert at \$600. The Fair Board agreed to pay the \$600 to complete the contract.

Sprecher has been putting written advertisements on cable channel 15.

STAFF

All ticket seller and ticket taker positions have been filled, and they will be meeting with Hesse August 4 at 4 p.m. Board members are welcome to attend.

LIGHTING

The Fairgrounds Boosters have funded electrical improvements in the main arena area. Total cost \$1,995. Hesse has forwarded a thank you letter to the Boosters.

PAINT

The Fair Board agreed to send \$30 for fuel reimbursement to John Hancock of Klamath County Fair who donated 110 gallons of white state surplus paint to the Washington County Fairgrounds.

RODEO

Rodeo Committee members have received donations including a 10' x 50' construction trailer with air conditioner, two desks and chairs, and some lumber for calf pens. Fair Board purchased \$800 of wood to rebuild holding pens. The Committee is working about every other night.

**VOLUNTEER
APPRECIATION**

Judges for the second annual Volunteer Appreciation Award are Jeanne Leeson, Eva Killpack, and Don Roberts. The judges will meet Monday, July 25, at 10 a.m. to select winners, who will be publicly recognized on opening day of fair.

- COWBOY BREAKFAST** The Board checked out Cowboy Breakfast tickets for sale. Tickets are \$2.50 for adult and \$1.50 for youth; both include a coupon for \$1 off adult Saturday fair admission. The breakfast is a benefit for the fair & rodeo court and arena improvements. The first \$1,000 would be used for court and over and above will be dedicated to arena improvements.
- Love reported on the last Rodeo Committee meeting. There seems to be some dissension among the group. The rodeo does have a \$9,000 budget. The Committee is positive about the Cowboy Breakfast. The Committee will have a BBQ after the Saturday afternoon rodeo performance.
- SURVEY** The Board reviewed the survey done in conjunction with the master plan and is pleased with the results.
- THANK YOU** Thank you to John Love for transporting the new ticket booths from Hillsboro High School to the fairgrounds.
- DERBY** Hesse thanked the Fair Board and employees and their families and friends for doing a great job on the July 3 destruction derby. Profit on the derby was \$11,724.80.
- AUCTION BARN** The Auction Barn to cover the south show ring will be completed in time for the fair.
- MERIT RATE** Gordon Stanley of Eagle Point will be rating the 1983 Washington County Fair. Hesse will be meeting with department superintendents on July 15 to review the merit rate book; Fair Board is welcome. Colegrove will host Mr. Stanley while he's on the grounds.
- MASTER PLAN** The Board noted the newsclippings concerning the new master plan of the fairgrounds.
- FLOAT** The Soroptimists International of Hillsboro entered a "Fair & Rodeo" float in the July 4th parade and passed out 5,000 copies of the coloring contest and schedule of events. Coloring contest printing costs \$179 donated by John Meek and Standard Insurance. The float received first place and a trophy. The Soroptimists were paid \$275 for producing the float.
- ADVERTISING** The Board reviewed the 1983 advertising budget. The rodeo will be featured in the center section of the fair entertainment tab section to come out the week before fair. Sprecher and Leeson have been helping; Sprecher by putting things on cable television and Leeson by writing stories on the fair. The coloring contest was included in the "Clipper" publication (77,000 copies). Posters (250) are being distributed throughout the county.
- 1984 FAIR THEME** The Board agreed that "Country Living" would be an excellent theme for the 1984 fair.
- BOOSTERS** Colegrove attended the June 21 Fairgrounds Boosters meeting. Because attendance was short, there was no formal meeting. The Boosters will be doing the beer concession during the July 23 Bluegrass Festival and food concession during the fair grandstand events.
- The fairgrounds crew is finishing the table and chair painting. Volunteers are putting up new florescent fixtures which were donated by the Boosters.

MASTER The next steering committee meeting with ORB is Monday, July 25, at the Court-house 4 p.m. 4th floor conference room. The new County Administrator will be at the meeting.

CHAMBER Jerry Boyer, Hillsboro Chamber of Commerce, attended the meeting to request use of the fairgrounds for a destruction derby during the Hazelnut Festival September 24. Hesse did try to get the Chamber involved with the 4-wheel drive pulling contest, but the Chamber was not interested.

The Fair Board is concerned about over-use of the volunteer nucleus that makes the derby happen; this would be the fourth derby for 1983. Boyer said he has checked with the derby committee, and they are willing to work a fourth derby.

Boyer reported the Terra Trackers may be sponsoring a 4-wheel drive roll-over contest the evening of September 23. Chamber is still checking on liability and insurance.

Colegrove is not in favor of four derbies in one year. He does not want to jeopardize a fairgrounds fund raising project. Speer doesn't think the audience will burn out, but the "troops" may burn out -- even though they are willing to work. There are no facts to make a decision, only risks.

What if there is rain during the fairgrounds September 10 derby? When would derby be rescheduled? There were some problems assigning numbers between the Chamber and the fair office.

Boyer said the Chamber would not attempt a fourth derby if the derby committee was not comfortable.

After much discussion the Board agreed to contact Boyer later that evening or in the morning with their decision. Colegrove will contact derby chairman Joel Lewellen; and if Lewellen agrees, Fair Board will ok fourth derby. Board agreed a fourth derby will not affect next year's derbies. It was suggested that the Chamber be asked to solicit some logs as they may have sources of donation the fairgrounds does not have. It would be great to have the logs in place by August 10. Joel Lewellen is concerned about safety.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JOHN LOVE TO APPROVE CHAMBER OF COMMERCE DESTRUCTION DERBY ON SEPTEMBER 24; HESSE TO NEGOTIATE RENTAL TERMS AS PER BOARD INSTRUCTIONS. MOTION CARRIED.

VOLUNTEERS Fair Board volunteered for decoration day and entry day of fair.

NEXT MEETING Next regular Fair Board meeting will be 10 a.m., Monday, August 8, in Fair Board headquarters and each day thereafter during the fair.

BBQ Fair Board agreed to invite Board of Commissioners, County Administrative Office and spouses to a BBQ at the fairgrounds Friday, August 5, at noon.

Meeting adjourned to Executive Session at 7 p.m.

Respectfully submitted,

Valerie Bentley

M I N U T E S

Minutes of an executive session of the Washington County Fair Board held Wednesday, July 13, 1983, at the fairgrounds office beginning at 7 p.m.

ATTENDANCE	<u>Fair Board</u>	<u>Staff</u>
	Charles Colegrove	Adeline Hesse
	Jeanne Leeson	
	John Love	
	Homer Speer	
	Margaret Sprecher	

SUMMARY Executive discussion included employee performance and salary schedules.

MOTION: MOVED BY HOMER SPEER, SECONDED BY JEANNE LEESON TO AUTHORIZE FAIRGROUNDS DIRECTOR TO REVIEW AND NEGOTIATE SALARY FOR FULL-TIME EMPLOYEES AND TO MOVE DIRECTOR TO TOP OF SALARY RANGE. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Adeline Hesse

A G E N D A
Washington County Fair Board
Regular Meeting
4:30 p.m., Wednesday, July 13, 1983

1. Call to Order.
2. Public Welcome. This time is provided for members of the audience to comment on any item(s) on the agenda prior to the Board's discussion and decision. It is respectfully requested that those addressing the Board state their name for the record.

Guests 5:00 Stan Rickard, Cloverleaf Community Building & update on liquidated damages (correspondence enclosed)

5:30 Jerry Boyer, Hillsboro Chamber of Commerce, request to run derby (4th of the year) during Hazelnut Festival September 24 (July 7, 1982, minutes enclosed)

- *3. Bills for approval (enclosed).
- *4. Financial recap for May 1983 for approval (enclosed).
- *5. Board minutes from June 1, 1983, for approval (enclosed).

*Consent Agenda: Any item may be removed for separate consideration upon request by any Board member or anyone from the audience.

6. Correspondence:

- A. From Sharon Cornish (enclosed).
- B. Horse shoe installation request from Chamber of Commerce (enclosed).
- C. Oregon Realty Company re horse arena (enclosed).

7. Director's Report

- A. Request from Animal Bedding Co. (enclosed proposed agreement).
- B. Schedule of events (enclosed). Update on cost of entertainment-- Washington Federal Savings Bank has donated \$600 toward Johnny Limbo & the Lugnuts concert.
- C. Staff update -- ticket sellers, takers, clerks.
- D. Arena lighting improvements -- Boosters have funded \$1,995.
- E. Klamath County Fair through State Surplus has donated 110 gallons of white paint to us. They delivered it to our fairgrounds; would suggest giving the driver \$30 fuel reimbursement.
- F. Rodeo Committee members have received the following donations:
10' x 50' construction trailer with air conditioner, 2 desks and chairs, and some lumber for calf pens.
- G. Volunteer Appreciation program. Judges are Jeanne Leeson, Eva Killpack, and Don Roberts. Selection Committee meeting Monday, July 25, 10 a.m.
- H. Cowboy breakfast (meet a cowboy) -- \$1 off on Saturday fair admission. Benefit for Fair & Rodeo Court and arena improvements. Fair Board to check out tickets for sale.
- I. Survey results (final report enclosed).

- J. THANK YOU to John Love for transporting the ticket booths from Hillsboro High School to the fairgrounds.
 - K. Thank you to Valerie, Donna, Russ, Eric, Homer, John, Maggie, Lois, and family and friends for doing a great job July 3. Derby financial recap (enclosed).
 - L. Update on auction barn.
 - M. Our Merit Rater will be Gordon Stanley from Eagle Point.
 - N. Various news clippings on the fairgrounds study (enclosed).
 - O. Soroptimists International of Hillsboro entered a "Fair & Rodeo" float in the July 4 parade and passed out 5,000 copies of the coloring contest and schedule of events. Coloring contest printing cost \$179-- donated by John Meek & Standard Insurance.
 - P. Advertising overview (enclosed).
 - Q. Superintendents meeting Friday, July 15, 9:30 a.m. Fair Board welcome (enclosed).
 - R. Happy Days 1984.
- 8. Rodeo Committee report John Love, July 5 meeting minutes (enclosed).
 - 9. Booster meeting report Charles Colegrove (June 21).
 - 10. Next V.I.P. meeting with ORB is Monday, July 25, at the Courthouse 4 p.m. 4th floor conference room.
 - 11. Other Announcements:
 - A. Need 4 volunteers to decorate fairgrounds Saturday, August 6, 10 a.m. to noon. (HJCCC truck from Maggie?)
 - B. Would appreciate a couple of Board members to help out with misc. details on entry day Sunday, August 7, 10 a.m. to 7 p.m.
 - 12. Next regular Fair Board meeting will be 10 a.m. Monday, August 8, in Fair Board headquarters and each day thereafter during the fair.
 - 13. Do you want to host Commissioners and new County Administrative Officer for a BBQ? Friday, August 5, noon?

** If you will be late or are unable to attend, please call 648-1416.