

Minutes of a regular meeting of the Fair Board held October 10, 1979 at the fair office.

CALL TO ORDER

The meeting was called to order by Vice Chairman Ralph Holland at 7:43 p.m.

ATTENDANCE

FAIR BOARD

Jerry Boyer
Ralph Holland
Charles Colegrove
Jerry Pflug

GUESTS

Ed Warmoth, Square Dancers representative
Bill Volz, Valley Square Dancers
Floyd Gordon, Valley Square Dancers
Vern Meyer, Hillsboro Hoedown Square Dancers
Maxine Shefler, Lads and Plaids Square
Dancers

DIRECTOR AND STAFF

Adeline Hesse
Lorrie Maki

Ralph Hill, Partin and Hill Architects
Russ Sterenberg, Recreation Dept. City of Hillsboro

WELCOME

Vice Chairman Holland welcomed the guests and asked that everyone introduce themselves.

SQUARE DANCERS'
PROPOSAL

The Square Dancers appeared before the Fair Board to discuss the possible use of the fairgrounds facility to hold square dances once or twice per week. The dancers would be willing to improve the Arts and Crafts building to accommodate the dancing. A lot of willing hands would be available for the labor of putting in a new floor, installing insulation and perhaps a space heater; a minimal kitchen facility would also be added. The dancers are willing to immediately start the renovation, if the Fair Board agrees to their request. The dancers would have priority usage of the building and would pay a rent fee. The dancers understood the fairgrounds usage needs. Hesse remarked that now with the fairgrounds improvements, the building usage is in greater demand. The Arts and Crafts building is the most desirable because of the column free space and lower rental fee. The dancers usage would be almost limited to Friday and/or Saturday nights with several Sundays per month. The Arts and Crafts building is in high demand and use at this time, because it is the only column free indoor facility on the fairgrounds.

A suggestion from Hesse that the square dancers contact the 4-H Leaders about a possible pooling of resources to get the 4-H building improved was well received.

Pflug requested the dancers to prepare a time frame, list of work that can be done from available volunteer labor, and cost analysis.

The dancers request was well received by the Fair Board.

FRIENDSHIP
SQUARE

Ralph Hill, Partin and Hill Architects, presented a plan to the Fair Board rendering a structure for Friendship Square area. The plan is very acceptable. The 40' x 80' structure is clear span with scissor trusses, a stage area done with decking and skylights.

The Fair Board thanked Mr. Hill and asked if he would suggest alternatives to cut costs, i.e., modular construction. He agreed and will contact Hesse with those alternatives.

FRIENDSHIP
S E PLANTING

Mr. Hill also researched the proper use of plantings for the Friendship Square area. Hesse had related that a community minded person has made a donation of several different kinds of trees. The trees best suited to the area would be the scarlet oak, norway spruce and green ash.

THANK YOU LETTER

Gary Mrosko, Good Shepherd Home, sent a thank you letter to the Fair Board for their "generous and special gift of corn on the cob, rolls, strawberries and baked potatoes for the residents of the Home." The food was extra, not used for the appreciation potluck held for the drainage project donors.

CITY OF HILLSBORO
UPDATE

Russ Sterenberg, Recreation Department, updated the Fair Board on the progress of the City leased portion of the fairgrounds. The storm drain line is now complete (hooked into Dawson Creek), the realignment of the access road with Grant Street is complete, a berm put in for baseball field back-stop seating and along the road by the parking lot, the parking lot is being graveled; hopefully lights can be installed by volunteers (the volunteer labor would enable the City to purchase more lights and pay for less installation fees).

Because of the middle section (grass parking lot) being accessible, the public will use it for parking also. It was suggested to alleviate the deep ruts in the access to the middle section, perhaps with the heavy equipment in the area, it may well be to level and disk for a smoother surface. Sterenberg will look into the possibility.

AUDITOR RECOMMEN-
NS

Bill Mauer, Auditor for Deloitte, Haskins, Sells, submitted recommendations to the Fair Board.

The proposed solution for the Expo Account question was accepted by the Fair Board. The Fair Board also concurs and will accept the recommendations to be less conservative when preparing the budget, prorate the storage charges to the day, use pen for completion of the ticket sellers summaries, exercise more care in classifying rent revenue.

The Fair Board did not concur with the recommendations to have State revenue sent directly to the investment pool, have two people present during the opening of mail, elimination of small ticket rolls, use of separate monthly ledgers for each account number.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY RALPH HOLLAND TO ESTABLISH A DOLLAR AMOUNT OF \$150.00 AS THE CUT OFF FIGURE FOR EXPENDITURE OF FUNDS BEFORE CLASSIFIED AS CAPITAL OUTLAY. MOTION CARRIED.

The Fair Board also noted that prior to over expenditure of an account, a motion shall be made transferring funds from another account category or from the contingency fund.

The Board received the recommendations in writing from Mr. Mauer. However, it was suggested that the recommendations be typewritten as handwriting is not always legible.

Several recommendations will be taken under advisement and a solution developed to meet system requirements.

- AP REVIEWED The financial recap for the period ending August 30, 1979 was reviewed.
- MOTION: MOVED BY RALPH HOLLAND, SECONDED BY CHARLES COLEGROVE TO ACCEPT THE AUGUST 30, 1979 FINANCIAL RECAP. MOTION CARRIED.
- BILLS APPROVED MOTION: MOVED BY RALPH HOLLAND, SECONDED CHARLES COLEGROVE TO APPROVE THE BILLS AS SUBMITTED. MOTION CARRIED.
- MINUTES APPROVED MOTION: MOVED BY JERRY PFLUG, SECONDED BY RALPH HOLLAND TO APPROVE THE MINUTES AS PRINTED AND MAILED FOR SEPTEMBER 19, 25, 1979. MOTION CARRIED.
- DIRECTORS REPORT
WICHE During a Port of Portland gathering in September, Commissioner Fisher suggested to Hesse and Colegrove, who represented the Fair Board, the Oregon State University Dean of Business may be able to assist with the commercial development study by lending several graduate students. Because the suggestion came rather late in the development of the study, Hesse called Dr. Goddard at the University. He sent two students to be interviewed.
- David Lawrence and Hesse met with the students. The students felt they could not be of much assistance because of the distance they must travel and therefore, could not do any repetitive study. If the WICHE intern assigned to the study found a project for the students, however, they would assist. The OSU term will end in December, therefore, they require a project with enough time allowance and will also need out of pocket expense.
- MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY RALPH HOLLAND TO AUTHORIZE THE EXPENDITURE OF \$150.00 FOR OREGON STATE UNIVERSITY GRADUATE STUDENT EXPENSE, IF THE STUDENTS ARE NEEDED TO ASSIST THE WICHE INTERN IN THE COMMERCIAL DEVELOPMENT STUDY. YEA votes cast by Holland and Colegrove; NAY vote cast by Pflug. MOTION CARRIED
- WICHE intern applications have been received and the applicants are being interviewed for the position.
- JOB ANALYSIS The County has interviewed Fair Board employees and will shortly submit a draft of the job classification to the employees.
- HOLIDAY SHOWCASE There is still space available for the event. Hesse will put an advertisement in the ARGUS and continue to put up posters and hand out flyers.
- CONVENTION TIME The Oregon Fairs Association convention will be held December 5, 6, and 7. Reservations should be turned in by the October 30th meeting.
- BOOSTERS REPORT Colegrove was present during a Booster meeting held at the Fair office to meet with Thomas Kennedy, Janet Lee and David Stewart to discuss the possibility of the fairgrounds receiving federal grant money to make improvements. The meeting was well attended by the Boosters. Kennedy and Lee will again meet with the Boosters now that the ground work of future development information has been gathered. Another meeting will be set to receive feasibility and cost of obtaining their services.
- BOOSTER PROJECT The Boosters are in the process of having \$4,000 worth of gravel and base material delivered to the fairgrounds for the parking area behind the Arts and Crafts building (north parking lot). The work is being done by Baker Rock Crushing Co.

Bills for approval:

2079	Charles Colegrove (speakers)	100.00
2080	Chuck Hamby (drainage project)	112.00
2081	Dick Delplanche(drainage project)	300.00
2082	Joan Ewert	14.64
2083	Anthony's	13.00
2084	The Times	10.00
2085	Mary Laubaek	9.00
2086	Full Circle	257.56
2087	Adeline Hesse	44.25
2088	Oregon Horseman's Assn.	79.00
2089	Karen Stark (floral sign)	100.00
2090	Mike Jansen (parlor milking percentage)	20.70
2091	Paul Lindow	20.70
2092	Kathy Terhorst	16.56
2093	Anette Evers	15.18
2094	Dale Evers	15.18
2095	David Grossen	13.80
2096	David Schoch	13.80
2097	Stephanie Schoch	8.28
2098	Devin Stinger	13.80
2099	Bridgett Scott	13.80
2100	Randy Bell	12.42
2101	Lori Dewey	15.18
2102	Jansen	27.60
2103	Cheryl Kalsh	27.60
2104	Evers	55.20
2105	Hering	96.60
2106	Brad Vandehey	23.46
2107	Ireland's True Value Hardware	11.60
2108	Baker Rock	298.00
2109	City Of Hillsboro	32.00
2110	J. Thayer	21.39
2111	Hillsboro Farm Equipment	28.81
2112	Asso. Janitor and Paper	95.92
2113	Postmaster	60.00
2114	Petty Cash	24.77

MOTOCROSS
CONCESSION

Bill Amick submitted a proposed percentage schedule for the motocross food concession (motocross to be held November 4th).

MOTION: MOVED BY JERRY PFLUG, SECONDED BY CHARLES COLEGROVE TO ACCEPT 10% of \$2,000; 15% of \$4,000; and 20% over \$4,000 OF THE GROSS INCOME FROM THE MOTOCROSS FOOD CONCESSION TO BE HELD NOVEMBER 4. MOTION CARRIED.

FAIR BOARD TERMS

Two Fair Board members' terms are due to expire on December 31, 1979. The Fair Board should start thinking about suggestions for one position as Colegrove would like to remain on the Board.

TRACTOR BID

Per Oregon law, specifications have been drawn up to submit for bids to acquire a tractor for the fairgrounds. The specifications will be reviewed by County Counsel before release to the newspapers.

MOTION: MOVED BY CHARLES COLEGROVE, SECONDED BY JERRY PFLUG TO INSTRUCT THE DIRECTOR TO SOLICIT BIDS FOR A NEW TRACTOR TO BE USED ON THE FAIR - GROUNDS. MOTION CARRIED.

TENT RENTAL

Colegrove requested thought be given to the liability and rental fees to be established for the tent donated to the fairgrounds (30' x 50').

MEETINGS SET

The next special meeting of the Fair Board will be on October 30 at 7:30 p.m. at the fair office.

The next regular meeting of the Fair Board will be on November 7 at 7:30 p.m. at the fair office.

ADJOURNMENT

The meeting was adjourned at 10:39 p.m.

Respectfully submitted,

Lorrie Maki, Fair Board Secretary

WASHINGTON COUNTY FAIRGROUNDS
Special Meeting Fair Board

Washington County Fairgrounds Office
October 10, 1979 7:30 P.M.

A G E N D A

- I Call to Order
- II Public Welcome, Appreciative Comments and Special Recognition
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 names for the record.
- III Guests:
7:30 P.M. Ed Warmoth - Washington County Square Dance Clubs report to utilize a facility on a regular basis. (enc)
8:00 P.M. Jim Partin - architectural rendering of Friendship Square
8:30 P.M. Gene Seibel - recommendations to the Board on renovation of the rodeo chutes.
9:00 P.M. Russ Sterenberg - City park development
- IV Correspondence - Deloitte, Sells & Haskins Auditors - recommendations and Expo Account update (enclosed)
- V August monthly recap (enclosed)
- VI Bills for approval (enclosed)
- VII Minutes for Board approval (September 19 and 25)
- VIII Director's report
1. WICHE Update (two OSU students - \$150.00 expense allowance)
2. Personal interviews with Wash. Co. job analyst
3. Holiday Showcase Update
4. Convention registration
- IX Mr. Colegrove's report - Fairground Boosters meetings
- X Board discussion - Motocross concession - percentage 10% / \$2,000
15% / \$4,000 20% over \$4,000 gross
- XI Upcoming events:
*Hillsboro Police Dog Obedience - October 8, 15
*Active 20/30 Haunted Caves - October 26,27,28,29,30,31
*Motocross Trial Run - October 28
*KUIK Home Show - November 2, 3, 4,
*Holiday Showcase - November 23, 24

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