

FAIR BOARD MEETING
September 5, 2024
Meeting Room 2, 7:30 a.m.

Speer	Moulton	Voorhees	Cunningham	Webber	Crofoot
Present	Present	Present	Present	Present	Present

Others Present:

Corey Buller – Fair Manager/Division Manager, Lane Events Center
 Kelly Mason – Sales & Events Supervisor, Lane Events Center
 Becky Kirsch – Office Assistant, Lane Events Center
 Jeff True – Sales Associate, Lane Events Center, *Attended Online*
 Vicki Van Patten – Events Coordinator, Lane Events Center
 Dan Hurley - Public Works Director
 Laurie Trieger – Lane County Commissioner
 Elizabeth Gangwer – Program Coordinator, OSU Extension Office

1. ITEMS FROM THE COMMUNITY

None

2. ANNOUNCEMENTS

- a) Corey talked about sending staff to different conferences, both local and regional. The first one is the Oregon Fairs Association Annual Convention in Redmond. He is hoping to find some opportunities for the Fair Board members to get involved as well. Staff will keep the Fair Board posted.
- b) A letter from Oregon State Extension Services was passed around. The letter stated how happy they were with the Fair and thanked the Fair staff and the Fair Board for a job well done.

3. APPROVAL OF MINUTES: July 11, 2024 – ACTION ITEM

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve the July 11, 2024 minutes as written. Wendee Crofoot seconds. No discussion. All in favor.
SECOND: Wendee Crofoot		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

4. FAIR UPDATE

- a) Oregon State Fair - Staff traveled to Salem to check out the Oregon state fair. A couple of the staff attended the Oregon Fair Association meeting as well. A few people from other counties got together after the meeting for a debrief of their own Fairs. Discussions included current trends, the economy, the rise in prices and what everyone experienced at their Fair. In general, attendance and spending were slightly down.
- b) Fair Report - Kelly is currently working on the Fair report and does not have all of the numbers at this time. Staff will keep the Fair Board updated as soon as it is finished. They feel numbers were down a little. 107,000 attendees this year vs 115,000 in 2023. It could partially be due to when the ticketing & scanning system went down on the Friday of Fair around concert time so there is no way to know how many people came through during that time frame. Concert sales were down a little but that is partly due to the free concert on Sunday. Food sales were up, which could be due to prices being raised this year. Alcohol sales were slightly down. Our Sponsorship goal was \$90,000 and we ended at \$92,500. In-kind sponsorships were slightly down. Carnival was slightly up but could be due to the rising cost of the rides and ride

bracelets. Our revenue budget was 1.7 million and we are sitting at 1.59 million currently and still waiting for funds to come in. The report should be ready by the October meeting.

- c) Security - The invoice from EPD is higher than expected at \$118,000. Staff asked for clarification on why the invoice is so high and are currently waiting for a response. Due to the increase in CMS presence, the cost was expected to be around \$114,000 but ended up being closer to \$140,000. The public safety line item in the report will be over budget due to the amount increase for both services. Staff will be looking at how to fine tune the security areas to reduce future costs. The feedback regarding the changes in security was mostly positive. It was visible and they knew there had been extra security measures taken both inside the grounds and at the gates.
- d) Insurance - Approximately 3 weeks before the Fair, our insurance company decided they would not provide coverage. Lane County Risk and Legal had to quickly find another insurance provider, which ended up costing more than expected. Historically the cost has been around \$30,000-40,000 for one week of Fair. This year it was \$103,000. A future discussion will need to take place regarding the different types of coverage, the cost, etc.
- e) Elizabeth Gangwer from the OSU Extension office reported that the livestock families felt it was one of the better fairs since Covid. Over 30 donors for awards and prizes. She said they are looking for ways to continue that for next year. They were able to reward two \$500 scholarships for graduating 4-H and FFA Seniors this year. A turkey and a lamb went through the sale ring at the end of the Auction and between the two there were 5 buyers/donors for the animals. This allowed for 2 scholarships to be funded. In 2023 only one \$500 scholarship was funded. Elizabeth said they received great feedback on the judges, and they are looking to have them come back next year. Also looking at ways to relieve some of the parking costs for the livestock families. Feedback on the new wristbands is that they did not work well this year due to the QR code washing off and the bracelets breaking. Some kids were able to go to the State Fair, with some winning ribbons and medallions. Overall, staff felt it was a great Fair. Kelly reported that it was also a record year for the Auction bringing in \$685,000.

5. **MASTER PLAN/PROJECTS UPDATE**

Corey shared that we went through an RFP process for a Community Engagement consultant. There were a total of 8 proposals and staff scored it down to the top 3. In the end they chose Consor, a PNW Regional consulting group. Consor has worked on a project in the area and is already familiar with our community. Staff are starting to work on the contract and will hopefully have a draft in the next week. The vision is to have a team of people from around the community to be a part of planning.

6. **FAIR BOARD MEMBER TERMS REVIEW**

Corey briefly discussed and provided information about members who would be coming up for reappointment in 2024.

7. **RETREAT DISCUSSION – BYLAW REVIEW/MISSION-VISION REVIEW**

Corey explained that there is not yet a schedule for the Master Plan visioning and potential meetings, which may influence some of the options or ideas we want to consider. There are copies of the By-Laws and MOU for review in preparation for the retreat. We will be considering things like mission/vision, board education or training, master plan and how the process will guide or inform the future etc. Corey is still looking for the person to lead the retreat and has reached out to a few people. Either they are not available or just have not returned emails/calls. Kari Westlund, former CEO of Travel Lane County is going to be doing some of that work, focusing on consulting and helping boards and groups with visioning work, education etc. The date could be late October or early November. The location is TBD.

8. **MOTION TO ADJOURN:** Motion to adjourn.

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motions to adjourn the meeting at 8:19 a.m. René Speer seconds. No discussion. All in favor.
SECOND: Rene' Speer		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

Meeting adjourned.

X _____
Bruce Webber, President

MINUTES ARE DRAFT AND SUBJECT TO CHANGE UNTIL APPROVED BY THE FAIR BOARD AT THE NEXT REGULAR SCHEDULED MEETING.