

FAIR BOARD MEETING

July 3, 2025

Meeting Room 2, 7:30 a.m.

Webber	Crofoot	Voorhees	Speer	Moulton
Present	Present	Present	Present	Present
			Called In	

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

Vicki Van Patten - Events Coordinator, Lane Events Center

Alyssa Loban - Events Coordinator, Lane Events Center

Erik Elfstrom - Operations Supervisor, Lane Events Center

Dan Hurley - Director, Lane County Public Works

Elizabeth Gangwer - Program Coordinator, OSU Extension Office

1. ITEMS FROM THE COMMUNITY - INTRODUCTION OF GUESTS

None.

2. ANNOUNCEMENTS

Corey spoke about the lawsuit tied to the incident in 2021. Legal counsel has settled with the person that sued the Fair. The paperwork has not been provided yet, so the details have not been seen. In regard to the same incident, we sued the security company for breach of contract and won by default as the representative from the security company never showed up. Corey said we had initially paid a \$11,000 down payment to them to get the Fair started and withheld the rest of the funds until after the Fair was over because of the breach of contract. The Fair may not see the \$11,000 returned but at least on paper we were awarded and know that the Security company is at fault.

3. APPROVAL OF MINUTES: June 5, 2025 – ACTION ITEM

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve the June 5, 2025, minutes as written. Debra Moulton seconds. No discussion. All in favor.
SECOND: Debra Moulton		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Absent	

4. FAIR UPDATE

- a) SECURITY - An Emergency & Security Planning meeting is scheduled for July 7. The meeting will include EPD, Sheriff's Office, Search & Rescue, Fire & EMS, Security and Emergency Management. They will be going over the Operations Plan for the Incident Command Post as well as a Medical Plan. The Incident Command Center will be operated by EPD and staffed by all entities. The mobile bus and trailers will be onsite again this year along with camera trailers. Corey said he requested all four camera trailers but thinks that we might only get 2-3. We have the new metal detectors on site now and the training is set up

for July 15. Retired Deputy Sheriff Paul Vitus and Retired EPD Lieutenant Doug Mozan will be back again this year as well.

- b) **INSURANCE** - Corey gave an update on the insurance. He said that Kelly submitted the insurance request early, hoping to secure a good rate but unfortunately it did not help us. There are a couple of options that we are considering:
- Same Coverage as last year with \$2 million General Liability and \$5 million Deadly Weapon, totaling \$103,394.15.
 - Increase coverage to \$5 million General Liability and lower Deadly Weapon to \$1 million, totaling \$136,978.25.
 - Leave \$2 million General Liability and lower Deadly Weapon to \$1 million, totaling \$82,749.25.

The amount we budgeted this year is \$80,000 so we plan to pursue the option that gets us closest to our budget while still providing a reasonable amount of coverage. Unless we hear anything that steers us away, we will be choosing the \$2M/\$1M additional coverage. Corey reminded the Fair Board that all of the Fair contractors and partners have their own coverage with the food and alcohol at \$2M/\$4M and the Carnival at \$2M/\$5M.

- c) **CONCERT TICKET SALES** - Kelly said that concert tickets went on sale June 6. Our opening act, Craig Morgan, is in the lead with 220 ticket sales so far. Sales usually start off slowly but typically the community will purchase tickets as we get closer to the concert date. Chase Rice is second with only a few ticket sales behind Craig Morgan and Smash Mouth is third. For all 5 acts, most of the front row premium seating is sold. Our Media partners will be helping to promote the party pit for the concerts by giving away tickets through the radio and tv.
- d) **ADVERTISING** - Some of our static billboards are starting to go up around town. They will be seen a lot more as we get closer to Fair week.
- e) **MARKETING** - Radio tags are ramping up. The tv commercials were recently approved and will start going live.
- f) **4H/FFA UPDATE** – Elizabeth Gangwer said they just finished all the pre-fair meetings, which is new this year and they got everyone checked off the list. They went well and all of the youth are now Youth for the Quality Care of Animals (YQCA) trained. Barn layouts have been finalized. The auction planning is going well and everything else is going smoothly as well.
- g) **CREATIVE EXHIBITS** - Vicki Van Patten said the Creative Exhibits are moving along with 1189 entries. Online registration will close on July 6. She said there would be a new Textiles Coordinator as the previous person had to step down due to health reasons. She also mentioned that there are 70 horses registered this year, so horse stalls are filling up. Vicki brought the sign-up sheet for the Fair Board awards.
- h) **VENDORS** - Jeff True said that indoor commercial vendors are still coming in every week and filling up more spaces.
- i) **OPERATIONS** - Erik Elfstrom gave an update for Operations and said that the hiring process is been finalized. He is hoping to get 13 additional staff this year.
- j) **SENIOR CELEBRATION** - Becky Kirsch shared that the Senior Celebration will have vendors again. There are currently 6 vendors that have signed up including Willamalane, River Road Parks & Rec, Senior & Disability Services, Roseburg VA, Osher Lifelong Learning Institute, and Cascadia Estate Planning.

5) **PROJECTS UPDATE**

Construction will be finishing soon in the lobby, waiting on some products such as wallpaper. The project will be completed before Fair starts. Wheeler HVAC is contracted, and planning/equipment will be ordered soon for construction to start after the Fair. Lane County Public Works Roads Division came out recently and repaired areas of the parking lot to prevent trip hazards. Corey said we will be working on the next set of projects once the Fair is over and will give more updates then.

6) **MASTER PLAN UPDATE - COMMUNITY ENGAGEMENT UPDATE**

Corey said that we concluded the Visioning Workgroup meetings in June. We have tentatively planned for August 26th to get our final report back to the Board of County Commissioners regarding the Community Engagement phase along with some recommended next steps.

7) **FAIR BOARD AWARDS SIGNUP & PACKET DISTRIBUTION**

Vicki Van Patten passed around the signup sheet for Fair awards. Corey passed around packets.

8) **LEGISLATIVE FUNDING UPDATE**

A couple of the bills that included removing the cap on payments to Fairs from lottery funds failed this year, but we are seeing an increase in the annual payment going to County Fairs. The work done with Oregon Fairs Association, our emergency resilience and what we do for the community seems to be paying off. Currently we receive \$53,167 each year and we expect that to go up to approximately \$79,782. Corey said that since there are increases in personnel costs each year along with increases in all service costs, this will help offset some of those.

9) **OTHER**

Just a reminder about the Oregon Fairs Association conference in October. Corey reviewed the APM manual for travel but it does not include lodging. It looks like the mileage can be covered up and back and, with Dan's approval, one night of lodging at a hotel. Corey will research the costs and bring it back to the Fair Board at a later date.

MOTION TO ADJOURN: Motion to adjourn.

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motions to adjourn the meeting at 8:01 a.m. Bruce Webber seconds. No discussion. All in favor.
SECOND: Bruce Webber		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Triege	Absent	

Meeting adjourned.

X _____
Bruce Webber, President

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