

FAIR BOARD MEETING
April 6, 2023
Meeting Room 2, 7:30 a.m.

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

Others Present:

Corey Buller – Fair Manager/Division Manager, Lane Events Center
 Becky Kirsch – Office Assistant, Lane Events Center
 Vicki Van Patten – Events Coordinator, Lane Events Center
 Laurie Trieger – Lane County Commissioner

1. ITEMS FROM THE COMMUNITY:

None

2. ANNOUNCEMENTS:

Elizabeth Gangwer with the OSU Extension office was unable to attend the Fair Board meeting but sent a message to the Board saying that Fair registration for 4-H & FFA members opens next week. She said that Alyssa Loban, Events Coordinator for Lane Events Center, has been doing a great job filling the camping spots for livestock. All spots have been filled and there is a waiting list as well.

3. APPROVAL OF MINUTES: March 2, 2023 – ACTION ITEM

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve the March 2, 2023 minutes as written. Bruce Webber seconds. No discussion. All in favor.
SECOND: Bruce Webber		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Yes	

4. SECURITY CONTRACT DISCUSSION – ACTION ITEM

Staff mentioned that a draft of the security contract had been sent out in advance for review prior to meeting. Recap that last year there were multiple contracts for security companies for the Fair which created some issues. This year it was decided to have one collective security company in charge. They can sub-contract out for additional security as needed. Iron Shield will review last year's emergency and security plans and suggest changes that could be made. Staff will be meeting with them in April to discuss staffing. Staff said the Sheriff's Posse, Search and Rescue, dispatch and ICP will be onsite again as well.

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to move forward with a contract with Iron Shield as our primary Security company for 2023 Fair. Bruce Webber seconds. No discussion. All in favor.
SECOND: Bruce Webber		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Yes	

5. **CARNIVAL DEI DISCUSSION:**

Staff spoke about the prizes provided by Funtastic at last years Fair. A paragraph regarding Diversity, Equality & Inclusion has been added to the Carnival contract for the 2023 Fair. Staff mentioned that they will request to see prizes ahead of time and conduct a walkthrough of games and vendors. Funtastic is the only company that responded to the RFP. Staff will schedule a meeting with Funtastic to go over the expectations around prizes prior to the Fair. A copy of Funtastic's ADA policy was also passed out for review since there was a question last year about their policy after an incident was reported.

6. **PROJECT UPDATES:**

- a) **Fire Marshal:** Staff spoke briefly about the new Fire Marshal. He seems to be focused on safety and code enforcement, we are scheduled for a inspection later in April.
- b) **Fire Doors:** A plan is moving forward to get the fire doors replaced in the Convention Center. The project has gone out to bid twice. The Expo Halls restroom project will be paused so that the fire doors project can be done.
- c) **Wheeler ADA Restrooms:** The restroom project is on track for the Wheeler Pavilion. There will be a men's, women's and gender neutral restroom. The grant, plans and drawings will be received in June with the project beginning in August.
- d) **Multi-Use Facility/Master Plan:** Staff mentioned that they are not anticipating updates regarding the multi-use facility until May or June. The consultant handling the Master Plan is not fulfilling expectations. A discussion is needed to decide if we continue to work with this consultant. A meeting will be scheduled in the next few weeks for the next steps and timing for the Master Plan.

7. **SOUTH FIELD PARKING – DISCUSSION:**

Staff recently met with the Ted Coopman, Chairperson of the Jefferson Westside Neighborhood Association, regarding the damage to the South Field parking area. They talked about how to move forward with other events and projects. The discussion was focused on the future and what the neighborhood would like to see in connection with the parking area and dog park. Staff mentioned that they are considering putting gravel in the parking area. The idea of adding a walking path along Amazon was mentioned. Also if any work is done to focus on the natural grass and trees. The neighborhood association is very interested in better directional signage. In the area behind the ice rink it was suggested that there is a more permanent deterrent or fence to keep people from parking there when not in use.

8. **ATTENDANCE RECORD – DISCUSSION:**

Staff presented the by-laws policy and a spreadsheet tracking the attendance of each board member. The by-laws policy states that any member who misses 2 consecutive meetings or 3 total meetings in a calendar year can be removed from the board by the County Commissioners.

9. **BRAINSTORM SESSION – FUTURE GOALS/PROGRAMS:**

Staff talked to the Fair Board about having a work session to discuss anything that might need updated or ideas that the Board would like to discuss. Staff will provide some potential dates for the Board to choose from.

10. **OTHER:**

Staff handed out the 2023 Creative Exhibits book to the Fair Board. It is now available on the Lane County Fair website as well.

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

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motions to adjourn the meeting at 8:39 am. Debra Moulton seconds. No discussion. All in favor.
SECOND: Debra Moulton		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Yes	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Yes	

Meeting adjourned.

X _____
René Speer, President

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