

Marion County Fair Board

To promote the diverse agricultural and cultural heritage of Marion County through active participation of its citizens.

Monthly Meeting

Marion County Courthouse Square
Senator Hearing Room and Zoom Meeting
October 7, 2020 5:30 PM

In Attendance

Board Members: Mike Adams, Joel Conder, Shannon Gubbels, Ken Outfleet, Pam Zielinski

Key Volunteers: Colleen Busch, Heidi DeCoster, Amy Goulter-Allen, Lesley Johnson, Rebecca Turner

Guests: Jill & Scott Ingalls, Ingalls & Associates; Melanie McCabe, 4H

Staff: Tamra Goettsch, Community Services Department Director

Meeting Convened: 5:33 PM

I. Call to Order/Introductions

II. Public Comments- None

III. Approval of August 5, 2020 Meeting Summary Notes- Shannon made a motion to approve the meeting summary notes; Ken seconded. Motion passed.

IV. 4H/FFA Reports

FFA- Amy Goulter-Allen

Stayton High School, and therefore FFA, will not meet in-person until February; having virtual meetings for now. It is unknown as to whether they will be able to do individual site visits to see student's animals.

4H- Melanie McCabe

It is National 4H week. Tonight will be holding a Facebook Live virtual Q and A. Tomorrow (October 8) 4H clubs will start meeting in small groups. They are certifying leaders now which includes OSU COVID19 training- managing and reporting guidelines.

V. Financial Report- Tamra Goettsch

- Received state subsidy revenue.
 - Melanie asked about the 4H invoice submitted. Tamra said that she had signed off on it this week; so it should be coming through soon.
- Ken made a motion to approve the financial report as presented; Shannon seconded. Motion passed.

VI. Items of Special Interest

Wildfire Evacuation Center Update- Tamra Goettsch

The recent wildfires that started in the canyon heavily impacted Marion County. She was called to the Oregon State

Fairgrounds early Tuesday morning as animals had started arriving at 3:30 AM when people started evacuating their home sites. It then “mushroomed” into a full blown event. She asked Krista Ulm (out of her office) to call all fair board members to see if they could help. Many members came in and helped with the effort; she gave kudos to all of those that helped. The Zielinski’s helped with manure removal; Melanie was the lead with small animals; Brandi helped with livestock. Danielle Bethel helped with organizing the horses and large animals. Jill and Scott took over the organization of the event the latter part of the first week. It was truly a community event as everyone stepped into help. She is developing a list of what is needed for the next time there is such a disaster.

Other Observations:

- Over 1450 animals were housed at the fairgrounds. All animals have now gone elsewhere.
- Received many great comments from community members for all the help received. One comment was, “Thank you for restoring my belief in humanity.”
- Over 50 volunteers needed to be fed every day. Mike Adams coordinated local restaurants and caterers in the community to help with providing meals.
- Margie Tipton with 4H, and the Ingalls, made a huge contribution to the effort. Tamra expressed it couldn’t have been done without them. She said it was a team effort by all that made it happen.
- Kudos were given to Tamra for all that she did.
- Hay distribution is being coordinated by OSU’s Jennifer Cruickshank, the Dairy Support Specialist.
- Ingalls had a connection that insured that there is hay available in Lyons.
- A lot of lessons were learned over the 2.5 weeks at the fairgrounds. Tamra felt it was exhausting, but it made her proud to be a community member.
- Hay that has been damaged by ash from the fires might be used for erosion control up in the canyon.
- Starting the week of October 12 there will be 3 resource centers- Anthony Hall in Sublimity, Gates will have a trailer, and then also a church in Gates will have resources.
- Mike said that there are plans for a “high end” auction event fundraiser for the canyon in January.
- Colleen said that her church is joining in the outreach to those displaced by the fires.

Adoption of Fair Board Public Procurement/Contracting Rules- Tamra Goettsch

Per the attorney general there was a determination that the fair board needs to have its own procurement rules; being its own legal entity that has rules and operates with transparency. This was brought to the board previously for input and has been reviewed several times. The resulting document is in alignment with what was done in the past regarding purchasing. It includes when we have to do an RFP, when signatures are needed for a contract and to what dollar figure. It is a reference to know what the fair board needs to be doing and in what time frame. Many people have reviewed it- Tamra, Denise, Legal Counsel, and the county’s procurement manager. It is now being brought to the fair board for final approval.

Joel asked why the term “non-responsive proposer” is not included in the document. He explained that this happens when someone submits a proposal and it is not done correctly; they are called a “non-responsive proposer.” There needs to be a definition of this in the document on page 29.

Tamra said that she will check on that. She knows that currently similar language is put in the RFP (Request for Proposals) itself. This item will be tabled until next month after Tamra has a chance to look into it.

Approval of Modified Strategic Plan Document- Tamra Goettsch

Tamra indicated that Denise had updated the strategic plan putting it into a new format to show how the goals and their strategies and tasks all work together. The strategic plan is reviewed annually at the retreat.

Tamra said Denise welcomes everyone's input as to how it can be improved.

Jill said that she likes the organization of it as it keeps everyone aware of the big picture goals. However, she would like to see the strategies/tasks listed jointly by month.

It was suggested to have cells going across the table specific to each month. Folks liked the color coordination.

Jill suggested having the strategies (listed as numbered items) and the associated tasks, color coded. She wants the additional color correlation in order that, "We don't miss something."

Tamra will have Denise make the suggested changes and bring it back for approval at the next meeting.

Set Annual Retreat Meeting- Mike Adams

It was suggested to have Denise send out a *Doodle Poll* to find a retreat time that will work for everyone. Jill wants to ensure it is planning retreat and not just a regular board meeting. Preference was given for it to be held on a Saturday in November from 10-2 in the OSU extension board room in the farm bureau building. It will include lunch.

VI. Other

In thinking about the retreat, Tamra challenged everyone to consider creative ways to get people through the gates. She suggests checking with social media and other counties to get some fun ideas.

Jill said that we should tap into all of the many volunteers that showed up at the fairgrounds to help with the wildfire evacuees, soliciting them to help with the fair.

VII. Meeting Adjourned: 6:24 PM