

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

Marion County Fair Board
Monthly Meeting
Oregon State Fairgrounds Floral Building
July 7, 2022 5:30 PM

In Attendance

Board Members: Mike Adams, Mark Banick, Joel Conder, Brandi Crandall, Pam Zielinski

Key Volunteers: Colleen Busch, Rebecca Turner (guest Mike Kaffman); Amy Goulter-Allen

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

Staff: Denise Clark; Tamra Goettsch, Community Services Department Director

I. Call to Order; Meeting Convened: 5:37 PM

Approval of June 1 and June 15, 2022 Meeting Summary Notes. Brandi made a motion to accept the meeting summary notes; Mark seconded. Motion passed.

II. Financial Report-

a. Approval of Budget Change Items- Loomis Armored Car Security

Denise provided a spreadsheet of the new costs for using Loomis's services this year. The figure is changing from \$1100 to \$2289. This increase involves their fees going up and their having to pick up on weekend hours. Discussion followed.

- Our previous security provider also included a safe with their services. The current provider does not have one. For risk management reasons, the county does not want us to hold the large amount of cash in an unsecure setting. We approached the state fair about using their safe room, but they weren't able to help us out. We need to use Loomis as we can't be responsible for holding that much money.
- It was suggested that we purchase a safe and bolt it to the floor. However, we'd still have to work with state fair to use their safe room.
- It was suggested possibly hiring a different security company to move the money.

Joel made a motion to approve the budget adjustment to accommodate the increase cost in Loomis's services; Brandi seconded. Motion passed.

III. Ingalls Update:

- Working on last minute changes.
- We will have an ice truck for vendors to purchase ice. They are not sure of the location or process for tracking the purchases. Vendors will pay for their ice purchases at the end of fair when settling with the Treasurer. It was suggested to have the fair temp driver, John, handle the ice distribution. He will be working Friday and Saturday; we would need a Sunday person.

The weather forecast is good for the fair; be sure and hydrate.

The Greeters will meet at 8:30 AM Friday at the main stage big tent.

The opening ceremony will be at 11 AM; the national anthem will be sung. The volunteer Awards will be at 11:30 AM.

Public Works Emergency Management will be coordinating a Fair Incident Command Center. There will be a 10:30 AM meeting each morning. An Incident Action Plan has been developed for the fair. We will still be following the fair's emergency plan. If emergency vehicles are needed, inform the gates and also keep Scott in the loop.

With Incident Command "Code Zero" means a "nuclear war type incident." Don't use that term outside of our internal group.

The back door of Columbia Hall will stay closed as the carnival folks have been cutting through the 4H display area.

It was asked how ticket sales are going. Answer- \$20,004 so far in on-line sales. This is 2/3 of where we were last year at this time. COVID is still active; we also have a lot of other events happening in the area at the same time as our event competing for the dollars.

IV. Other:

Animal Shavings Costs- Melanie McCabe

Melanie said that in the past the shavings for the animal pens at fair has been donated by Highway Fuel. They will not be doing so this year. There will be a cost of \$5500. Melanie is requesting that the fair board pay for half of this cost.

Brandi made a motion to cover 50% of the shavings cost; Joel seconded the motion.

Discussion:

- There are 450 yds. of shavings that need to be moved which is 10 truck loads or one semi truck.
- There are three or four other providers out in the market place that could be considered such as Universal Forest Products, Sigmunds or Freres. Go right to the source instead of using a middleman.
- Haul-out is a different category; Midvalley Excavation has the contract with state fair.
- Add this item into the budget? Answer- have a future discussion on this. We could put in a place holder like we do with the ambulance service should it not be sponsored in the future.

The motion to pay for 50% of the shavings passed.

Miscellaneous

The number of public competition projects are up; commercial vendor numbers are also up.

Denise presented a refund request form submitted by Kane Holmes, of Old Time Photos, due to an illness in the family.

Per policy, a 40% refund can be considered when the request is made after June 1. The 40% is on the amount paid above the \$100 non-refundable deposit. In this case that would be 40% of \$595 which is \$238. Mark made a motion to approve a 50% refund (\$297.50). Discussion followed. Joel recommended sticking to the policy; others agreed. Mark restated his motion to approve a 40% refund in which vendor would receive \$238. Joel seconded the adjusted motion. Motion passed. *(Denise will process a refund to Mr. Holmes.)*

Meeting Adjourned: 6:26 PM