

**FAIR BOARD REGULAR MEETING**  
**December 6<sup>th</sup> 2018**  
**Lane Events Center, Meeting Room #1, 7:30 am**

Thwing	Harris	Cosio	Deedon	Speer
Present	Present	Present	Absent	Present

Others Present:

Corey Buller – Division Manager/Fair Manager, Lane Events Center  
Rachel Bivens – Marketing Manager/Assistant Fair Manager, Lane Events Center  
Pat Farr - Lane County Commissioner (early departure)  
Sid Voorhees – honorary Board Member

**1. ITEMS FROM THE COMMUNITY:**

None.

**2. ANNOUNCEMENTS:**

- a. Gary Knapp, LEC Operations Supervisor, is retiring on December 31, 2018. He has agreed to come back as a temporary employee and assist throughout the year and to help with the transition this first Fair after his retirement.
- b. Oregon Fairs Association (OFA) has released an initial schedule for the conference taking place in Salem January 10-12. Staff will email it to Fair Board member, all are welcome to attend.
- c. Market Demand Analysis RFQ will be released at the end of this week with the hopes the analysis will be complete in Spring of 2019. Discussion surrounding the 2017 Facility Assessment and how the two studies work together as we look towards master planning.
  - i. ACTION/DIRECTION: Staff will email the Facility Assessment executive summary to the Board.
- d. Fair equipment provider RFP for 2019-2021 Fairs will also go out at the end of this week.
- e. Reminder of Joint meeting next week with the BCC on the 12<sup>th</sup>. Discussion surrounding proper meeting procedure.

**3. APPROVAL OF MINUTES – October 4<sup>th</sup> 2018**

<b>MOTION: Sascha Cosio</b>		<b>COMMENTS:</b> Sascha Cosio moved to approve the October 4 <sup>th</sup> minutes as written. René Speer seconds. No discussion. All in favor.
<b>SECOND: René Speer</b>		
<b>VOTE</b>		
<b>Name</b>	<b>Vote</b>	
Randy Thwing	Abstained	
Jack Harris	Yes	
Sascha Cosio	Yes	
Brett Deedon	Absent	
René Speer	Yes	

**4. 2018 FINAL FAIR REPORT:**

Brief discussion surrounding the report and its presentation next week at the joint meeting.

ACTIONS/DIRECTIONS:

None.

**5. VACANCY DISCUSSION:**

One application has been received for the vacancy opening on January 1<sup>st</sup> 2019. Discussion surrounding the applicant, whether the Board would like to proceed or keep the posting open longer.

ACTION/DIRECTIONS:

Staff will explore ways to advertise the vacancy. Sascha Cosio suggested that the Eugene Weekly posts these items for free, discussion over social media reach, Pat Farr advised that he will announce the vacancy at the next BCC meeting.

Staff will send the Board members the language to be used in advertising for them to forward on should they like. Corey Buller will send the applications to current Board members for review immediately upon receipt.

6. **2019 MEETING DATES:**

<b>MOTION: Randy Thwing</b>		<b>COMMENTS:</b> Discussion regarding 2019 meeting dates and ability to have a quorum. Randy Thwing, René Speer and Jack Harris have advised that they will be at the January meeting to ensure a quorum. Discussion surrounding ability of attending BCC member and/or the honorary Fair Board Member being able to vote if a quorum is not present. Randy Thwing informed the board that he will not be at the February meeting. Randy Thwing motioned to approved the 2019 meeting schedule as written. René Speer seconds. No further discussion. All in favor,
<b>SECOND: René Speer</b>		
<b>VOTE</b>		
<b>Name</b>	<b>Vote</b>	
Randy Thwing	Yes	
Jack Harris	Yes	
Sascha Cosio	Yes	
Brett Deedon	Absent	
René Speer	Yes	

7. **REPORT BACK AFTER IAFE:**

Staff reported on the trip to the International Association of Fairs and Expositions conference last week. Discussion surrounding session subject matter and Board goals.

**ACTION/DIRECTIONS:**

Staff to bring Board goals from previous discussions to assess progress thus far and where to focus moving forward into 2019.

8. **NOTICE OF ABSENCES:**

Discussion surrounding the need for Board members to RSVP for the meetings in some way. Discussion surrounding the best/easiest methods to use. Discussion surrounding attendance issues of current Board members, the necessity of a quorum, impacts when there isn't one.

**ACTION/DIRECTIONS:**

Staff will send both an email RSVP request and a text RSVP request to ensure all Board members have the ability to respond in a timely manner.

Board would like language added to the bylaws indicating that the Commissioner or honorary Board member present at a meeting where no quorum is available, can make up that quorum. Staff to review bylaws to see if any language exists surrounding this.

9. **OTHER:**

- a. Staff reminded the Board to come to the January 2019 meeting prepared to nominate a President and Vice President.
- b. Fair Goat Superintendent: discussion surrounding her long tenure and recent developments and complaints from exhibitors.
- c. Lane County Fair Board awards: discussion surrounding whether these awards will continue to be given to 4-H and FFA (external) in addition to the Open Show categories (internal). Staff is planning on limiting this to open show.
- d. Corey Buller attended the Jefferson Westside Neighborhood Association meeting this November. JWN is happy with the Fair, appreciative of the neighborhood tickets. JWN requests to be included in any conversations related to alternate use of the facility by the County moving forward.

10. **MOTION TO ADJOURN:**

<b>MOTION: Randy Thwing</b>		<b>COMMENTS:</b> Randy Thwing motioned to adjourn the meeting. René Speer seconds. No further discussion. All in favor,
<b>SECOND: René Speer</b>		
<b>VOTE</b>		
<b>Name</b>	<b>Vote</b>	
Randy Thwing	Yes	
Jack Harris	Yes	
Sascha Cosio	Yes	
Brett Deedon	Absent	
René Speer	Yes	

Meeting adjourned.

X \_\_\_\_\_  
Jack Harris, President

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