

FAIR BOARD REGULAR MEETING
June 6th 2019
Lane Events Center, Meeting Room #2, 7:30 am

Harris	Thwing	Speer	Deedon	Voorhees	Cunningham
Present	Absent	Present	Absent	Absent	Present

Others Present:

Corey Buller – Division Manager/Fair Manager, Lane Events Center
 Rachel Bivens – Marketing Manager/Assistant Fair Manager, Lane Events Center
 Lane County Commissioner – Pat Farr
 Dan Hurley – Public Works Director – Late Arrival

1. ITEMS FROM THE COMMUNITY:

None.

2. ANNOUNCEMENTS:

None.

3. APPROVAL OF MINUTES: May 2nd 2019

MOTION: René Speer		COMMENTS: René Speer moves to approve May 2 nd 2019 minutes as written. Richard Cuningham seconds. No discussion. All in favor. Pat Farr sat in on the vote in order to make up a quorum.
SECOND: Richard Cuningham		
VOTE		
Name	Vote	
Randy Thwing	Absent	
Jack Harris	Yes	
Brett Deedon	Absent	
René Speer	Yes	
Sid Voorhees	Absent	
Richard Cuningham	Yes	
Pat Farr	Yes	

4. FAIR BOARD AWARD SIGN UP SHEET:

Staff distributed the Fair Board award sign-up sheet for members to indicate which Exhibits departments they would like to give out the Fair Board awards in.

ACTIONS/DIRECTION:

Staff will distribute the list via email as we get closer to the Fair.

5. MARKETING UPDATE/PRESENTATION:

John Prevadelo and Scott Hettick from Constellation Marketing Group provided a brief overview of the Fair Marketing plan and buy including a sample of the creative design, a map of the main outdoor locations, discussion surrounding all the platforms we will be advertising on, the critical nature of consistency of message etc. Outdoor and a select few other items will begin to run on July 1st with the bulk of the advertising beginning on July 8th.

ACTIONS/DIRECTIONS:

None.

6. FAIR UPDATE:

Staff updated the board on initial exhibits numbers, commercial vendor numbers, food vendors numbers, concert ticket sales, grounds entertainment and pertinent dates.

Additionally, staff gave a brief update on sponsorships and media trades.

ACTIONS/DIRECTIONS:

None.

7. FAIR PACKETS:

Staff distributed Fair information and packets to Fair Board members in attendance.
ACTION/DIRECTION:
Staff will send the information sheet via email when we get closer to the open of Fair.

8. FUTURE MEETING SCHEDULE:

Minimal discussion surrounding the options for proposed meeting schedule change for 2020. This item will remain on the agenda for the next meeting due to the lack of Board Members present.
ACTIONS/DIRECTIONS:
Staff will bring this back to the August meeting as there is no meeting in July due to the holiday.

9. MOU-4-H/FFA:

Staff brought the signed MOU between the Fair Board, 4-H and FFA for signature by the Board President. As the Fair Board is no longer involved in the auction, LCLA has been removed from the MOU. Fair Board President, Jack Harris, signed the MOU.
ACTION/DIRECTION:
None.

10. OTHER:

A. Alternate Fairgrounds use: Pat Farr brought back the issue of the proposal from Ms. Jay Mosely regarding Conestoga huts on the property. Discussion was had at a recent Board of County Commissioners meeting and a request for a more comprehensive proposal addressing staff and facility concerns was sent to Ms. Mosely. No response has been received at this time.

ACTION/DIRECTION:
No staff action is required at this time.

B. Richard Cuningham asked if staff has an Active Shooter plan in place. Staff reported that the bulk of us have taken the Alice Training. Additionally, onsite during Fair we have T-shirt security, Armed Security, Sheriff Deputies and Eugene Police Officers throughout each day. An emergency management plan is also in place and addresses this. Eugene Police Department recommends calling 911 before all else.

11. MOTION TO ADJOURN:

MOTION: Richard Cuningham		COMMENTS: Richard Cuningham motions to adjourn the meeting. René Speer moves to approve May 2 nd 2019 minutes as written. Richard Cuningham seconds. No discussion. All in favor. Pat Farr sat in on the vote in order to make up a quorum.
SECOND: René Speer		
VOTE		
Name	Vote	
Randy Thwing	Absent	
Jack Harris	Yes	
Brett Deedon	Absent	
René Speer	Yes	
Sid Voorhees	Absent	
Richard Cuningham	Yes	
Pat Farr	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.