

FAIR BOARD MEETING
January 9, 2025
Meeting Room 2, 7:30 a.m.

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

Others Present:

Corey Buller – Fair Manager/Division Manager, Lane Events Center
 Kelly Mason – Sales & Events Supervisor, Lane Events Center
 Becky Kirsch – Office Assistant, Lane Events Center
 Jeff True – Sales Associate, Lane Events Center
 Vicki Van Patten – Events Coordinator, Lane Events Center
 Erik Elfstrom – Operations Supervisor, Lane Events Center
 Laurie Trieger – Lane County Commissioner
 Dan Hurley – Director, Lane County Public Works
 Elizabeth Gangwer – Program Coordinator, OSU Extension Office

1. ITEMS FROM THE COMMUNITY

None.

2. ANNOUNCEMENTS

Vicki Van Patten announced that she is looking for a food preservation coordinator for the Fair. It is helpful if the person is a master food preserver but not required.

3. APPROVAL OF MINUTES: November 7, 2024 – ACTION ITEM

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve the November 7, 2024 minutes as written. Rene’ Speer seconds. No discussion. All in favor.
SECOND: Rene’ Speer		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

4. **NOMINATIONS FOR PRESIDENT/VICE PRESIDENT 2025 – DISCUSSION & ACTION ITEM**

Nominations were held for Fair Board President and Vice President for 2025. Sid Voorhees nominated Rene’ Speer as Vice President and after discussion decided to rescind his motion as Rene’ is serving her final year of her term on the board. During the discussion Wendee Crofoot expressed interest in serving on board leadership and then nominated herself as Vice President to which Bruce Webber seconded.

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve the nomination of Bruce Webber as the Fair Board President for 2025. Wendee Crofoot seconds. No discussion. All in favor.
SECOND: Wendee Crofoot		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

MOTION: Wendee Crofoot		COMMENTS: Wendee Crofoot motioned to approve the nomination of herself as the Fair Board Vice President for 2025. Bruce Webber seconds. No discussion. All in favor.
SECOND: Bruce Webber		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

5. **FAIR BOARD RETREAT – SUMMARY AND DISCUSSION**

Corey gave a summary of the Fair Board retreat held in December and provided a draft copy of the minutes. He read a draft of the Vision Statement and discussed a few other items from the retreat.

6. **2025 FAIR PLANNING UPDATE**

a) **Parking Fees – ACTION ITEM**

Corey said the Sheriff’s posse is asking to raise the parking fee from \$5.00 per car to \$10.00 per car. He mentioned that it is common to see this amount for parking. O’Hara Catholic School behind the Fairgrounds is charging \$10.00 per car as well as other Fairs and venues that staff has been to. Corey recommends moving forward with the price increase and moving to a mobile ticketing system which would give us a good audit trail while also limiting the amount of cash being handled daily.

MOTION: Rene’ Speer		COMMENTS: Rene’ Speer motioned to approve the price increase to \$10.00 for parking and to use a mobile ticketing system. Sid Voorhees seconds. No discussion. All in favor.
SECOND: Sid Voorhees		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

b) Carnival Wristbands – ACTION ITEM

Corey talked about the meeting with Funtastic regarding wristbands and patron complaints regarding the additional processing fees on top of the \$54.95 wristband price. To keep costs down for patrons, Funtastic is agreeing to sell the wristbands & cover the fees associated with it so that the cost remains at \$54.95 like last year. Funtastic has also agreed to give us access to the back end of the system so that we can see reports.

MOTION: Sid Voorhees		COMMENTS: Sid Voorhees motioned to approve Funtastic selling wristbands on their own while allowing Lane County Fair to access reports. Bruce Webber seconds. No discussion. All in favor.
SECOND: Bruce Webber		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

c) Update on Security

Corey spoke about the debrief with the entities that provided Security and what worked well. We are working on some ideas to keep the security level the same while improving efficiency to keep costs down. To minimize overtime and cost, we are working with EPD to get a request for services submitted early so that their team can be assigned to work at the Fair as a regular shift which should reduce the number of overtime hours and cost. We are also considering other opportunities to use law enforcement agencies to fill in some shifts. Corey also talked about a few small gate changes. We are looking at changing the public entrance from red A Gate on the west end to blue C Gate next to the main office. This change should make it easier & more manageable for security and keep the public gates in a smaller location.

d) Entertainment

Corey talked about the Main Stage entertainment being confirmed for all 5 days and the contracts are currently being worked on for that. There is a possibility of hiring a DJ to play music and getting the crowd warmed up for 30 minutes prior to each concert. He also mentioned that staff are working on a new layout for the stage that would help to make the patron’s experience even better. The new piece will be called a “thrust stage” that allows the artist to come out into the audience. The artist lineup comes in under budget which will allow more opportunities for hiring grounds entertainment.

e) Grounds

As mentioned with entertainment, there is more room in the budget and staff are exploring options to add another large/spectacular free show. Staff will keep the board updated.

f) 4H/FFA

Elizabeth spoke to the Board about their enrollment for eligibility to participate in this year’s Fair which closes at the end of January. Registering by this deadline gives the participant time to get their animals ready. She mentioned the first Auction committee meeting was held in December. They spoke about bringing the Buyers lunch back on the Saturday of the Auction, if the budget allows. She also wanted to mention their life skills series, Adulting 101. This is for participants ages 12-18. Deadline to register is January 29.

7. PROJECTS UPDATE

- a) **Wheeler HVAC** – This project is on track and is in the engineering/design phase. Formal solicitation for this project should be happening in late winter with a project completion goal by the end of June.
- b) **Convention Center Lobby** – Corey said this project is also on track and set to go out to formal solicitation in January. We are replacing the brick pavers in the lobby, updating the lighting, wayfinding signs/TVs, backlit & advertising panels, replacing or upgrading the seating and adding/improving ADA door systems to some of the entries. This project is going out to bid in approximately 2 weeks and once

we have a contractor, we will start choosing colors, etc. We hope to have this project done by the end of June as well.

- c) **Ice Arena** – Corey said we have identified a \$1.5 million-dollar federal grant that we applied for and were awarded while working on the multi-use stadium project. The intent of that grant is to improve seismic resilience in case of a major earthquake. Based upon ability to meet timelines and requirements, we have identified a current project that might meet the standards. The Ice Arena roof needs major repairs and is currently a planned capital project. We will be including a seismic analysis and phased plan to upgrade the roof and Ice Arena structure using the federal grant along with our capital project reserves.
- d) **Legislative Session** – We may also ask the state legislature to support a \$1M request for money to begin a seismic survey and planning project to identify the opportunity to upgrade the Convention Center in the future for emergency preparedness. More to follow later.

8. MASTER PLAN – COMMUNITY ENGAGEMENT UPDATE

The Community Engagement portion of our master plan process is kicking off now. We have identified a diverse group of stakeholders and business leaders to be on the Visioning Workgroup. That workgroup will start meeting on January 29th from 4-5:30 and there will be at least one meeting each month. We should have a better timeline and more details at the February meeting, but a draft schedule has the consultants coming back to the Fair Board possibly in April along with a community survey in February. We are still trying to get a report and recommendations back by July.

9. FINANCIAL UPDATE – BUDGET SCHEDULE

Corey gave a quick reminder that the February meeting is our chance to go over and approve a draft of the budget. Our budget kick off for Public Works is January 21 so if it is like years past, we will get our worksheets approximately one week before the February meeting. Corey said they will try hard to have them completed in time for the meeting.

10. WESTERN FAIRS ASSOCIATION CONFERENCE UPDATE

Corey mentioned that he, Kelly and Alyssa will be attending WFA January 19-23. There are some great educational opportunities in Marketing and Sponsorships along with a trade show where they can search for new entertainment options along with networking opportunities from other Oregon, California, Washington, and Idaho Fairs.

11. OTHER

None

12. MOTION TO ADJOURN: Motion to adjourn.

MOTION: Rene’ Speer		COMMENTS: Rene’ Speer motions to adjourn the meeting at 8:30 a.m. Wendee Crofoot seconds. No discussion. All in favor.
SECOND: Wendee Crofoot		
VOTE		
Name	Vote	
Wendee Crofoot	Yes	
Richard Cunningham	Absent	
Debra Moulton	Absent	
René Speer	Yes	
Sid Voorhees	Yes	
Bruce Webber	Yes	
Laurie Trieger	Abstain	

Meeting adjourned.

X _____
Bruce Webber, President

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