

Oregon State Fair Council Meeting

Meeting Location: **Title of meeting:** Full Council meeting
Date: December 4, 2014
Time: 2:00 p.m. – 4:00 p.m.
Location: Oregon State Fairgrounds, Floral building
Chair: Gene Derfler
Scribe: Brenda Schorr **Audio Recorded:** Yes No

Present:

Austin McGuigan
Craig Smith
Gene Derfler
Kevin Cameron
Kerry Tymchuk

Present:

Leah Perkins-Hagele
Loyal Burns
ADV – Linda Norris
ADV – Rep. Vicki Berger
CEO – Mike Paluszak

Absent:

Anna Peterson
George Jennings
Jon Chandler
ADV – Sen. Arnie Roblan

1. Meeting convened at 2:04 pm.

2. Agenda Items:

➤ **Item #3 Chair and Committee Reports**

- Programming (Councilmember Perkins-Hagele)
A report was presented of status for the 2015 Fair. Offers are currently out for the LB Day Ampitheatre. Familyville, Center Stage, Strolling talent, and miscellaneous acts are being worked on now. “Pairings” will again be pre-fair and have already confirmed that “5 Guys named Moe” will be playing. Staff will be attending the Expo convention in Vegas.
- Business Operations (Vice-Chair Smith)
Funding request was submitted to Department of Administrative Services (DAS) on time, but was not included to move up in the legislative process, so there is some delay. Currently working on next steps to move the process forward through legislation. There are two current contracts in place: 1) KFE Microsystems for IT work, and 2) Caravel Marketing to work on sponsorships and sales.
- Communications (Councilmember Tymchuk)
December 8th, the Council has been invited to meet with the Senate Rural Community Committee. Councilmember Tymchuk will plan to introduce Mike Paluszak other meet-n-greet opportunities throughout the day. They will be meeting with Lisa Van Laanen, the Chamber of Commerce, and a VIP reception at Gerry Frank’s Konditorei.

➤ **Item #4 Election of Council Officers for 2015**

The nominating committee recommended that the current officers be extended for one more year.

Motion: Moved by Councilmember Cameron that the council accept the nominating committee’s recommendation and that Chair Gene Derfler and Vice Chair Craig Smith, both be extended for one more year, to serve in current positions, effective 01/01/15 – 12/31/15. The motion also included that the council identify and suggest replacement councilmembers to the Governor.

Second: By Councilmember McGuigan. Motion carried unanimously.

Discussion: Councilmembers commended and expressed gratitude toward the Chair and Vice Chair for all of the efforts and hard work.

➤ **Item #5a Council Participation in selecting Councilmembers**

Discussion was around the topic of replacement councilmembers. The decided goal would be that the Nominating Committee would establish a process and recommendations that the Council can then vote on, and move forward those recommendations to the Governor. The Council also wants the freedom to increase/decrease members. Also discussed was that a “quorum” still needs defining in the Bylaws.

Motion: Moved by Councilmember McGuigan that a friendly amendment be made to the Bylaws to define a “quorum” as 50% of seated councilmembers.

Second: By Councilmember Cameron and Perkins-Hagele. Motion carried unanimously.

➤ **Item #5b Update on the 2014 Oregon State Fair**

A preliminary 2014 Post Fair Operational Summary was presented by Don Hillman to the Council. Lessons Learned include daily programs in a printed format and “walk-up sales” for concerts are still wanted/needed.

➤ **Item #5c Proposed Operational Plan for 2015 Oregon State Fair**

Key recommendations and a few highlights within each area for the 2015 Fair, include:

➤ **Physical/Visual Improvements**

- Everything that can move – will.
- Improved Garden area.
- Add a farm-animal exhibit.
- Repurpose the FFA Pavillion.

➤ **Program/Policy Changes**

- Add, Move and/or Replace food vendors.
- Redesign programming.
- Allow concessionaires to accept Visa.

➤ **Evolving Entertainment**

- Concerts free with paid admission.
- Add more strolling talent.
- Create something new and different.

➤ **Preferred Contractors**

- Allow sponsorship, naming, and exclusive rights.

➤ **Item #6a Approval of Mission and Vision Statements**

The proposed Mission and Vision statements proposed came as a result of the final planning session on November 20, 2014.

Motion: Moved by Councilmember McGuigan to approve both the mission and vision statements.

Second: By Councilmember Cameron. Motion carried unanimously.

➤ **Item #6b Approval of contract for Management of 2015 Oregon State Fair**

Mike Paluszak is requesting the approval of two Personal Services contracts: 1) for Don Hillman and 1) for Katie Cannon. Provided to the Council were specific areas of responsibility for each contractor. Each contract would include: a term of one year, from January 1, 2015 – December 31, 2015; be a maximum of 1,000 hours @ \$75.00/hour (\$75,000). There would be no sharing of net profits with contractors. All fair revenue received and expenses paid would be OSFEC. Each contractor will provide a Commercial General Liability Insurance of \$2,000,000.00

Motion: Moved by Councilmember Cameron to allow the CEO to enter into the above contracts as outlined above, providing that there was a 30-day cancellation clause was written into the contract.

Second: By Councilmember McGuigan. Motion carried unanimously.

3. Public Comments:

- Roberta Lundeberg (Horse Show) – Although she appreciates what is happening with the Council, she is in a real time-crunch with regards to a decision about the footing issues in the stadium. That decision will determine whether or not they are able to put the horse shows back at the Oregon State Fairgrounds.
- Don Wallinger (Garten) – He would like to discuss taking responsibility for all custodial and landscaping needs for the entire year at the Fairgrounds. He will follow-up with Mike Paluszak to discuss further.
- Carol Jackson (4H) – In supporting the youth, they want to create leaders (role-model) partnerships. They would also like to know what alternatives may be provided to serving alcohol at the Fair.
- Leslie Foster (Cake Decorating Competitions) – There are several issues that she would like to discuss about future fairs. She would like the opportunity to discuss with Mike, Don and Katie about ideas and suggestions. Mid-January, Leslie will be contacted for a follow-up meeting with Mike.

4. Adjournment: The meeting was adjourned at 4:16 p.m.

Next Meeting: TBD

Meeting Materials:

- Agenda
- Program Update Report for the 150th Oregon State Fair
- Report of Contracts within CEO's delegated authority 12/04/14
- Nominating Committee's recommendation for 2015 Council Leadership
- Preliminary 2014 Post-Fair Operational Summary
- 2015 Oregon State Fair Action Plan
- Proposed Mission and Vision Statements
- Meeting Notes from the November 20, 2014 Planning Session
- Recommendation of Personnel Services Contracts for the Management of the 2015 Oregon State Fair