



## REGULAR MEETING MINUTES

June 6, 2023 at 5:00 P.M.

### FAIR BOARD MEMBERS

Kallie Linder, Chair  
Brittany Israel, Vice Chair  
Matt Bellingham  
Mallory Litehiser  
~~Sarah Finn~~

### WORK SESSION 5:00 P.M

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- Review of Fair Planning Spreadsheet:
  - Activities/Entertainment/Contract Updates: Mutton busting (3 shows daily); Entertainer, Heather Pearl (4 shows daily); Entertainer, Alex Zerbe (multiple shows daily on stage); Entertainer, Lelando's Balloon Animal Rescue (walking around); In Likeness of You; and a rock climbing wall (operated by National Guard). Jacob's Ladder and Gladiator (jousting) will need people to supervise the rentals. Rascal Rodeo is scheduled for Tuesday, August 1 and the Talent Show on Wednesday, August 2. Contract with security is locked-in and will meet in advance to discuss details and emergency plans.
  - Mapping out where water and electrical is located.
  - Concert Discussion: Confirm Sawyer Brown is reserving their hotel rooms. If dressing room(s) are needed can they be located at The Lloyd Astoria Bayfront Hotel and rent from 10:00 a.m. – 4:00 p.m.? Bailey Green (Miss Clatsop County) is able to provide volunteers to help with admissions at the concert and take tickets.  
Generators: In past years, a generator was borrowed from Public Works and another generator was rented.  
Astoria Bleachers Rental: If additional bleachers are needed the contact is Howard Rube.
  - B. Israel asked about discussions with ODOT offered to meet with Fairgrounds Manager to discuss parking and parking control.
  - Pig Roast: White Cap Catering provided a quote including a price for two pigs or three pigs. Fair Board advised to have three pigs and suggested to have Columbia Bank help with serving. M. Litehiser will talk with Jordan (Umpqua). They also suggested to have Classic BodyWerks help serve during the pig roast.
  - Needing Community Competitions updated entry form and Exhibitor Guide from Katrina Gasser.

- Putt Putt Golf: Board suggested to have 9 holes instead of 18 for 2023 and to start with this project earlier next year. Chair Linder mentioned that the City of Astoria use to have a Putt Putt.
- Petting Zoo: Difficulty locating a petting zoo. Stephanie Ramsey has animals for a petting zoo but she needs to be at the vet. Is it possible for Head Start group to operate the Petting Zoo?

### REGULAR MEETING 5:30 P.M

Call to Order @ 5:30pm

#### Roll Call

All board members in attendance with the exception of Sarah Finn. Her absence was excused.

#### Agenda Approval

B. Israel motion to approve. M. Bellingham second. Agenda approved.

Public Comment – No public comment.

#### Consideration of past Minutes from April

Minutes from April's meetings are being typed by a contractor to get caught-up. M. Bellingham asked about approving a recording of the minutes. Fairgrounds Manager will upload the recordings online.

#### Board Member Reports

B. Israel- Concert committee is meeting weekly. Seeing more "Bronze Level" concert sponsorships. Confirmed that Toyota and Lewis & Clark Bank are both "Gold Level" concert sponsors. The deadline for sponsors to be recognized in printed material is June 9<sup>th</sup>.

#### Managers' report

- Involved with onboarding of new hire. The 2023-2024 budget planning is done. In conversations with concessions contractor, Josh's Family Snack Attack. Field maintenance and mowing started this week in the lower fields. Job Corps students from Tongue Point are helping with yard work and set-up for the Astorian Scandinavian Festival. The women's restroom plugged and needed to use a jetter to get it unplugged. Working on upcoming expiring contracts/on call contracts/MOUs. Wood chips were delivered. RV Camping, Vendor Applications/Agreement, and Rental Agreements are forms to be updated in the future. Reduce rate event requests are being invited to present to the Fair Board. Chair Linder suggested if a group is requesting a reduced rate that they give back in volunteer hours. This is something to discuss in a work session after the Fair. Public Works will stock pile rock in the lower gravel lot.

#### Business Agenda

- July and August Fair Board meetings need to be rescheduled. B. Israel: Motion to move July meeting to July 11, M. Bellingham: Second. B. Israel: Motion to move August meeting to August 15, M. Litehiser: Second.

#### Financial Statement

Revenue and appropriation reports were presented.  
Board of Forestry update presented by commissioner Bangs.

#### Round Table Discussion

- M. Bellingham: Has a list of Fair related list of topics from 2022 to go over with Fairgrounds Manager and will come by the office to discuss.
- No remarks from B. Israel or M. Litehiser.


- Oregon Women in Timber will have two booths at the Fair (application not received).
- Chair Linder: Suggested that a hook and a bench be in the women's bathroom. Traction was installed. Weekly meetings with Fairgrounds Manager has been helpful. Would like for Fair Board to be in the Warrenton 4<sup>th</sup> of July parade with the "People Mover". A tractor and driver will be needed to tow the "People Mover". Fairgrounds Manager will look into what is needed to enter in the parade. Would like for kids attending Fair to know who the Fair Board is and suggested to have a 4-H kids competition with the Fair Board.

#### Good of the Order

- Fairgrounds Manager asked about the posts in the lower field and if Fair Board knows that those are for.
- Hiring Casuals/Seasonal employees and hoping to hire 6 people. Start the first round of Casuals on July 1<sup>st</sup>, the second round two/three weeks before Fair and hire two/three more Casuals during Fair. Fair Board suggested that temporary hires do not drive the buggies.
- Memorial on Fairgrounds property: Fairgrounds staff was approached about having a memorial on the property. How should the Fairgrounds handle memorial requests in the future? A bench was suggested.

#### Adjournment at 6:18 P.M.

APPROVED BY



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