



## Minutes of the Oregon State Fair Council Regular Meeting

December 21, 2017

Oregon State Fair & Exposition Center – Cascade Hall-McKenzie Room

Audio Recorded: Yes

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I. **Call to Order:** The meeting convened at 1:30 p.m. with Chair Craig Smith presiding.

II. **Roll Call:** The attendance, both in person and by phone, was recorded as shown below:

**Present:**

Craig Smith, Chair  
Jon Chandler, Vice Chair  
Vicki Berger, Council Member  
Loyal Burns, Council Member  
Kevin Cameron, Council Member  
Gene Derfler, Council Member  
George Jennings, Council Member  
Austin McGuigan, Council Member  
Leah Perkins-Hagele, Council Member  
Kerry Tymchuk, Council Member  
Rep. Mike Nearman, Advisory Council Member  
Steve Powers, Advisory Council Member  
Mike Paluszak, Director/CEO

**Non-Present:**

Sen. Arnie Roblan, Advisory Council Member

III. **Pledge of Allegiance:** The Pledge of Allegiance was made by all parties present.

IV. **Presentations:** None

V. **Approval of Minutes:** Chair Smith asked if there were any changes or corrections to the minutes presented for approval. Hearing none, it was moved by Council Member Jennings and seconded by Council Member Burns to approve the minutes as presented. The motion carried unanimously.

VI. **Public Comment on Agenda Items:** None

VII. **Council Chair's Report:** Chair Smith reported that meetings with the Foundation have been going well. They will be taking over Pairings! in 2018 and have asked for other projects they can work on.

VIII. **CEO's Report:** Mr. Paluszak reported that he has been given a clean bill of health and wanted to thank the Council Members and Staff, especially Mr. Hillman, for their support. He congratulated all the Council Members on their reappointments. He also reported that DAS insurance costs have decreased significantly for both Risk (reduced from approximately \$40,000 per year during the last biennium to approximately \$5,800 per year for the next biennium) and Property insurance (reduced from approximately \$96,000 per year during the last biennium to approximately \$47,000 per year for the next biennium). Bond projects are planned to start in the Spring of 2018.

IX. **Information Items:**

a. **State Fair Report:** Mr. Hillman reported that we are waiting on some reimbursements and some late expenditures. Planning for 2018 fair has already begun with ideas for building attendance, including strengthening the concert line-up to include popular acts that will sell out.

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Minimum wage will be going up again next year, and we hope to recruit more non-profit service groups to help with costs. Another challenge will be to find a new partner to help sell carnival wristbands for 2018 fair. We hope to expand the amount of food vendors as well.

**X. Action Items**

**a. State Fair Council**

- i. Financial Statement 1/1/17-11/30/17:** Mr. Paluszak commented that we have approximately \$150,000 outstanding for reimbursable expenses during the Fair and have billed DAS for approximately \$65,000 for reimbursement of the bond project expenses and, that are not reflected in this financial statement. Additionally, it is anticipated that by the end of 2017 the Council will have contributed more than one million dollars on facility improvements over the first three years.

A motion was made by Council Member McGuigan and seconded by Council Member Chandler to accept the financial statement 1/1/17-11/30/17 as presented. The motion carried unanimously.

- ii. Election of Council Officers for 2018:** The Nominating Committee recommendations for Council Officers for 2018 are Jon Chandler as Chair, and Kevin Cameron as Vice Chair. There being no further nominations from the floor, the recommendation of the Nominating Committee carried unanimously.
- iii. 2018 Council Meeting Schedule:** Chair Smith explained that it has been recommended that the full Council meetings move to the fourth Thursday of the month with the exception of December, to give staff more time to prepare financial reports for the prior month.

A motion was made by Council Member Jennings and seconded by Council Member Berger to accept the following 2018 Council meeting schedule:

Council to meet on Fourth Thursdays at 1:30 p.m. (except December\*) as shown below:

January 25

March 22

May 24

July 26

October 25

\*December 6 (First Thursday at 1:30 p.m.)

The motion carried unanimously.

**b. Committee Reports and Action Thereon**

- i. Executive Committee:** Chair Smith reported that the Executive Committee has approved some expenditures pertaining to entertainment for 2018 fair which are over the Director/CEO's delegated authority of \$75,000, but not over the Executive Committee's delegated authority of \$125,000. Those expenditures have been approved but not spent.

- ii. **Governmental Affairs Committee:** Council Member Berger reported that she and Mr. Paluszak met with the Governor's Legislative and Appointments Directors and presented the proposal for the Council Members' staggered terms. They were appreciative that we took the time to meet with them to explain the issue, and agreed to the reappointments of those Council Members whose terms would expire in December 2017. The second step is to seek statutory authority for the Governor to appoint Council Members to staggered terms. Mr. Paluszak reported that Sen. Courtney has agreed to sponsor the bill during the 2018 session and it has been sent to Legislative Counsel to draft the bill.

XI. **Public Comments on Non-Agenda items:** None

XII. **Council Members' Comments:** None.

XIV. **Adjourn:** There being no further business the meeting was adjourned.

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**Meeting Materials:**

Agenda

Financial Statement 1/1/17 – 11/30/17

2018 Proposed Council Meeting Schedule