



Minutes of the Oregon State Fair Council Regular Meeting

November 10, 2016

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

Audio Recorded: Yes

I. Call to Order: The meeting convened at 3:00 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
Leah Perkins-Hagele, Council Member
George Jennings, Council Member
Austin McGuigan, Council Member
Rep. Mike Nearman, Advisory Council Member
Anna Peterson, Council Member
Kerry Tymchuk, Council Member
Mike Paluszak, CEO

Non-Present:

Steve Powers, Advisory Council Member
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, the Full Council Meeting Minutes of 9/22/16 were unanimously approved as presented.

VI. Public Comment on Agenda Items: None

VII. Council Chair's Report: Chair Smith invited everyone to view the new Council website that is up and running now. The Council website has meeting minutes posted as well as other resources.

The Oregon State Fair Foundation has been reactivated and is currently seeking additional board members throughout the state.

Mr. Paluszak commented that he is working with the appointments office and the Policy Advisor to correct Council Member term dates, so that they are staggered as previously agreed upon by the Council.

Chair Smith stated that there will be a Full Council meeting in December. At that time the Council will be electing officers for the upcoming year. Council Member Derfler reported that the Nominating Committee has met, and recommends that the Council continue with the same officers and 2016: Craig Smith, Chair and Jon Chandler, Vice Chair.

Also, at the December Council meeting, we will adopt a meeting schedule for 2017. Chair Smith proposes that we keep the meetings on the 3rd Thursday of the month, but consider changing back to the 1:30 meeting time as

it seemed to work best for most people. Chair Smith also suggests full Council meetings in January, March, May, July, October and December.

- VIII. CEO's Report:** Mr. Paluszak stated that Council Members and the public can now access the Council's website at oregonstatefaircouncil.org. The public can sign-up for meeting notifications as well as access other Council information.

Mr. Paluszak announced that the Oregon State Fair & Expo Center will be hosting the Oregon Fairs Association Spring conference here in March 2017. He also report that the Oregon State Fair received awards at the recent OFA convention for the following: Outstanding Fair Social Media, Outstanding Fair Billboard, and Outstanding Fair T.V. Ad.

Mr. Paluszak stated that the 2015 financial review by Boldt, Carlisle & Smith CPAs, is almost finished and hopes to bring it to the Council at its December meeting.

Mr. Paluszak acknowledged and thanked Chair Smith and Council Member Cameron for their time and effort in helping to work with the State Fair Foundation and getting it reactivated.

The Q-Bonds will be issued in February not March. Our highest priority project areas are roofs on eight buildings and HVAC Systems. OSFEC is contracting for engineers' assessments, recommendations and costs estimates which will inform the scope of work for projects. We are contracting these services, as opposed to DAS, as our contracting process is more nimble. We will not move forward on that basis until we have assurance from DAS that we will be reimbursed, if we contract and pay for these services.

Mr. Paluszak briefly discussed the exit survey that was done during the 2016 State Fair. He will forward copies of the report to the Council.

IX. Information Items:

State Fair Report: Mr. Hillman stating that the attached financial statement is a close summary of what final numbers will look like. There is still more revenue coming in, mostly reimbursements, and we still have yet to receive the Oregon State Police invoice. The team is already working on 2017 State Fair, and developing new ideas to continue increasing attendance, revenue and guest experience, especially mid-week low-attendance days and youth attendance. Plans are in the works to possibly move Military/First Responders Day to fit in with a concert that is more relevant to Military/First Responders.

X. Action Items

a. State Fair Council

- I. Financial Statement 1/1/16 – 10/31/16.** A motion was made by Council Member McGuigan and seconded by Council Member Cameron to accept the financial statement 1/1/16- 10/31/16 as presented. The motion carried unanimously.
- II. Discussion and Action Regarding Fairlift contract:** Mr. Paluszak explained that the contract is a new ten year contract with a 30% commission for Oregon State Fair instead of the sliding fee scale previously. A motion was made by Council Member Jennings and seconded by Vice Chair

Chandler to approve the contract as presented, for continued operation of the Fairlift during the Oregon State Fair, with a contract term beginning January 1, 2017 and ending on December 31, 2026.

b. Committee Reports and Action Thereon

- i. Executive Committee:** The Executive Committee is currently working on the CEO Evaluation.
- ii. Governmental Affairs Committee:** Council Member Berger stated the Committee is working a bill that will clarify some policy issues, including the definition of “property” and the “obligation” to repay any funding that comes to the Council via DAS. Additionally, the Committee is working on strategy regarding the budget request for deferred maintenance and capital investment.

XI. Public Comments on Non-Agenda items: None

XII. Council Members’ Comments: Council Member Peterson announced that this will be her last Council meeting. She thanked everyone for allowing her to serve as a Member of the Oregon State Fair Council.

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

Meeting Materials:

Agenda

Financial Statement 1/1/16 – 10/31/16

Fairlift Inc. Contract