

**Oregon State Fair Council Meeting
Tuesday, January 14, 2014**

Oregon State Fair and Exposition Center – Floral Building
2330 17th St NE Salem, OR 97301

MEETING MINUTES

Approved February 24, 2014

Council Members in attendance:

Those unable to attend:

Loyal Burns	X	Rep. Vicki Berger, Advisory	X	George Jennings, Council Member
Janet Carlson	X	Sen. Arnie Roblan, Advisory	X	
Jon Chandler	X	Linda Norris, Advisory	X	
Gene Derfler	X			
Austin McGuigan	X			
Leah Perkins-Hagele	X			
Anna Peterson	X			
Craig Smith	X			
Larry Tokarski	X			
Kerry Tymchuk	X			

Business Meeting convened at 1:05 p.m.

1. Welcome and Introductions

Members of the Council and public in attendance introduced themselves.

2. Transition Overview

MG Devereux with the Oregon Parks and Recreation Department (OPRD) provided an overview of issues that the Council may want to consider in transitioning the Oregon State Fair and Exposition Center from the Parks Department to the public corporation. Mr. Devereux specifically noted that Senate Bill 7, the authorizing legislation requires the Council to enter into a lease agreement with the Department of Administrative Services (DAS). Until this agreement is signed, the Council does not have decision-making authority. OPRD and DAS have begun work on a draft lease agreement. In addition to the lease agreement there are two additional agreements needed to facilitate the transition, an intergovernmental agreement between the Council and OPRD and an intergovernmental agreement between the Council and OPRD. In addition to these agreements, OPRD is forming two advisory committees to provide support to the Council. One would be a Fair Advisory Committee and the other an Exposition Center Advisory Committee.

The Council asked OPRD to continue to work with DAS on the lease agreement.

3. Governance Structure

Andrea Fogue with the Oregon Parks and Recreation Department, walked the Council through drafted By-Laws, which would provide the framework for the Council's Governance Structure.

Action:

Council Member Tokarski moved to accept the By-Laws. Council Member Perkins-Hagele seconded.

After discussion on the motion, a friendly amendment was proposed to eliminate the word "officer" in Section 13 because it is not a defined term in the bylaws and does not apply to the Council.

As amended, the motion passed unanimously, 10-0.

Other issues discussed included whether the Council needs to be registered as a Public Corporation with the Secretary of State's Office. Rep. Berger agreed to get clarification on the issue. The Council asked OPRD to provide additional information about implications for using a calendar year vs. fiscal year for budgeting purposes.

4. 2014 Oregon State Fair

Lisa Van Laanen with the Oregon Parks and Recreation Department and Don Hillman of Hillman Consulting provided an overview of preparations for the 2014 Oregon State Fair. OPRD is working on a one year contract between OPRD and Mr. Hillman to provide support for the 2014 Fair. OPRD is securing the services of Mr. Hillman to ensure the necessary expertise to deliver a successful fair to the public and allow the Council to focus on the year-round operations of the Fairgrounds.

5. Business Plan Development

MG Devereux and Lisa Van Laanen provided the Council with a document outlining current Challenges and Opportunities for the Oregon State Fair and Exposition Center. The Council began a discussion of how to identify and prioritize issues that need to be addressed.

The Council asked OPRD to develop a list of issues for the Council to consider with suggested timelines and a budget and cash flow overview.

Action:

Council Member Tymchuk moved to empower the temporary co-chairs to appoint a committee of no more than four Council members to serve with the temporary Co-Chairs as a temporary executive committee. This temporary executive committee is hereby authorized to work with the Oregon Parks and Recreation Department to prepare an agenda and list of action items for the next Council meeting, which will be scheduled in consultation with all council members and held no later than March 1, 2014. The temporary executive committee is also hereby authorized

to act as a nominating committee and will bring forth a recommendation for a council chair and vice chair to be approved at the next Council meeting.

Council Member Tokarski seconded. The motion passed unanimously, 10-0.

Executive Committee appointed members were: Council Members, Smith, Perkins-Hagele, Chandler, and Tymchuk.

6. Wrap-up and Next Steps

The Council asked OPRD to set up dates and times for a Temporary Executive Committee meeting and the next meeting of the full Fair Council prior to March 1, 2014.

7. Adjourn

Meeting adjourned at 3:05 p.m.

Minutes submitted by Brenda Schorr, Oregon Parks and Recreation Department