



Minutes of the Oregon State Fair Council Regular Meeting

March 22, 2018

Oregon State Fair & Exposition Center – Floral Building

Audio Recorded: Yes

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- I. **Call to Order:** The meeting convened at 1:30 p.m. with Vice Chair Kevin Cameron presiding.
- II. **Roll Call:** The attendance, both in person and by phone, was recorded as shown below:
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| Present: | Non-Present: |
| Kevin Cameron, Vice Chair | Jon Chandler, Chair |
| Vicki Berger, Council Member | Gene Derfler, Council Member |
| Loyal Burns, Council Member | Leah Perkins-Hagele, Council Member |
| Austin McGuigan, Council Member | George Jennings, Council Member |
| Craig Smith, Council Member | Sen. Arnie Roblan, Advisory Council Member |
| Kerry Tymchuk, Council Member | Steve Powers, Advisory Council Member |
| Rep. Mike Nearman, Advisory Council Member | |
| Mike Paluszak, Director/CEO | |
- III. **Pledge of Allegiance:** The Pledge of Allegiance was made by all parties present.
- IV. **Presentations:** Council Member Smith was presented with a plaque and lifetime credential to the Oregon State Fair in recognition of his loyalty, dedication and leadership as Chair of the State Fair Council for 2016 and 2017.
- V. **Approval of Minutes:** Vice Chair Cameron asked if there were any changes or corrections to the minutes presented for approval. Hearing none, it was moved by Council Member Berger and seconded by Council Member Smith to approve the minutes as presented. The motion carried unanimously.
- VI. **Public Comment on Agenda Items:** None
- VII. **Council Chair's Report:** Chair Chandler is out of the country and Vice Chair Cameron had nothing to report.
- VIII. **CEO's Report:** Bolt Carlisle & Smith CPAs, the Council's external auditor, will conduct their audit of 2017 in May or June. Mr. Paluszak reported that we received a Gold Star Certificate from the State of Oregon Department of Administrative Services' Chief Financial Officer for accurate, complete and timely year-end information reporting for fiscal year 2017. Mr. Paluszak commended everyone involved in our accounting functions including those on staff, our contracted bookkeeping service, and both our internal and external auditors for this award.
- Mr. Paluszak gave a brief background of the Oregon State Fair Foundation and reported that the Foundation and the Oregon Retired Educators Association (OREA), who have unofficially adopted the Criterion School and are doing fundraising for its maintenance, have formed an alliance so OREA's donors benefit from the Foundation's 501(c)(3) tax deductible status and are working together to provide funding for maintenance of the schoolhouse. The Foundation has appointed a representative of OREA to their Board. The Foundation has also taken on Pairings as a fundraising event, and have begun discussions regarding restoration of the historic Horse Stadium and Poultry Building, with the support of a historical grant writer from the Oregon Historical Society courtesy of its Executive Director, Council Member Tymchuk.
- IX. **Information Items:**
- a. **State Fair Report:** Mr. Paluszak reported that the concert line-up is almost complete and should be announced and go on sale soon. There will be changes in the footprint for 2018 including moving kiddieland portion of the carnival midway to the East of Cascade Hall/L.B. Day Amphitheatre, allowing for more ADA

parking on the Armory lot where kiddieland has been in the past; relocation of commercial exhibits that have been in the new location of kiddieland to the East side of Columbia Hall; and extension of the carnival, some family entertainment programming and food concessions onto the West lawn of the Pavilion to create a seamless extension of fair activities to the West entrance of the Pavilion. The STREAM and 4-H programs are growing and need more space, and possible relocation/expansion ideas for those programs are being discussed for 2019 and beyond.

X. Action Items

a. State Fair Council

- I. Final Financial Statement 1/1/17-12/31/17:** Mr. Paluszak commented that our capital investment for 2017 was \$455,000; the total for 2015-2017 is \$1,055,000. Because we have been relieved of the “obligation” for money received via DAS, that money will now be shown as income since there is no offsetting liability. On that basis, net income for 2017 was \$299,376. Since we showed a profit again in 2017, we have now met our legislative mandate to be profitable three out of any five years – 2015, 2016 and 2017.

A motion was made by Council Member McGuigan and seconded by Council Member Smith to accept the financial statement 1/1/17- 12/31/17 as presented. The motion carried unanimously.

- II. Financial Statement 1/1/18-2/28/18:** A motion was made by Council Member Smith and seconded by Council Member McGuigan to accept the financial statement 1/1/18-2/28/18. The motion carried unanimously.

b. Committee Reports and Action Thereon

- I. Executive Committee:** Vice Chair Cameron reported that the Executive Committee’s evaluation of the CEO is complete. The evaluation concluded that the Committee is pleased with the CEO’s performance and that he often exceeds expectations. Since this evaluation and the year-end financial report are now complete and form the basis for the incentive portion of the CEO’s compensation, and since the Council will not meet again until May, the Executive Committee asked for the Council’s authority to finalize that compensation on its behalf. There were no objections and the Executive Committee will proceed accordingly.
- II. Governmental Affairs Committee:** Senate Bill 1501 regarding the Council Members’ staggered terms passed and becomes effective June 2, 2018. At that time we will meet with the Governor’s staff to implement the changes provided in the bill.
- III. Nominating Committee:** No Report

XI. Public Comments on Non-Agenda items: None

XII. Council Members’ Comments: Council Member McGuigan congratulated Mr. Paluszak on a job well done on financial reporting.

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

Meeting Materials: Agenda; Final Financial Statement 1/1/17 – 12/31/17; Financial Statement 1/1/18-2/28/18
