



Council Members

Loyal Burns, Chair

Joel Conder, Vice Chair

Jon Chandler

Soraida Cross

Geoff Hinds

Austin McGuigan

Travis Smith

Advisory Members

Representative Paul Evans

Oregon State Fair Council Meeting Notice & Agenda

Thursday, March 20th, 2025, at 1:30 P.M.

The meeting will be conducted solely through Zoom.

Zoom Meeting Link:

<https://us06web.zoom.us/join/3awQ7rvYT921ARubn4FdIA>

Meeting ID # 834 1176 8865

Passcode# 801446

Our Mission

The Mission of the Oregon State Fair & Exposition Center is to provide a reason and a place for all people to gather, connect and learn, embrace excellence in all forms, and celebrate the achievements of Oregonians.

Our Vision

We envision a relevant Oregon State Fair & Exposition Center that embodies good stewardship of the public's trust and serves as a self-sustaining asset for Oregonians to treasure long into the future.

Public Comments

The Oregon State Fair Council values the input of citizens in making important decisions that affect the Oregon State Fair and Exposition Center. The Oregon State Fair Council also believes in the right for interested parties to observe Oregon State Fair Council meetings. Working to ensure the general public has the opportunity to attend Council meetings and offer public comment, to ensure that the Council can conduct its business, the following guidelines apply to all public comment.

- The Council will have two sign-up sheets at a table in the meeting room 15 minutes before the scheduled meeting for those wishing to speak on agenda items or non-agenda subjects. Individuals may sign up in person, or in advance or on our website, <https://oregonstatefaircouncil.org/meetings-1>, in advance of the meeting via email. Email requests should include the date the requester wishes to speak, the requester's name, phone number, and the agenda item or topic of their comments.
- Public comment on agenda items before the Council: individuals on the list will be called to testify before actions on these items are taken. On the sign-up sheet, list your name, address, and the agenda item upon which you wish to be heard.
- Public Comment on Non-Agenda items during Oregon State Fair Council Meetings: list your name, address, and the subject matter upon which you wish to be heard.
- You will have 3 minutes to testify.
- When you are called to come forward to speak, state and spell your name for the recorded record of the meeting.
- Council members may ask questions to clarify your testimony but will not engage in a discussion with you. Public Comment allows the Council and CEO to hear issues that interest our citizens but does not allow an opportunity for dialogue between the Speaker, Council, or Administrators.
- If the Council determines that follow-up is necessary, you may be referred to the CEO or an item may be placed on a future Council agenda.
- If you wish to submit written testimony before or at the meeting, please provide 15 copies.
- The public may not use videos or PowerPoint presentations to accompany their testimony without prior approval by the Council Chair.
- Speakers are expected to address the Council without yelling, name-calling, using abusive or foul language or other behavior or speech that negatively impacts the efficiency of the Council meeting.



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Agenda

1:30 P.M. – Public Session

- **Call to Order**
- **Roll Call**
- **Pledge of Allegiance**
- **Minutes:**
 - Council Meeting of January 30th, 2025 – *motion needed*
- **Reports:**
 - Council Chair Report – Loyal Burns
 - CEO Report – Kim Grewe-Powell
 - Introduction of Darrell Hansen, Director of Sales and Agricultural Programming
 - Introduction of Zac Boyington, Director of Operations and Public Safety
 - Financial Statements 01/01/2025-2/28/2025 – *motion needed*
- **Public Comments**
- **Committee Report:**
 - Executive Committee
 - Governmental Affairs
 - Nominating Committee
- **Old Business:**
 - Create a committee to work on the by-laws and CEO review.
- **Adjourn**



Oregon State Fair Council Meeting-March 20th, 2025

Agenda Item: (For Action) Council

Meeting Minutes of January 30th, 2025



Minutes of the Oregon State Fair Council Regular Meeting

January 30th 2025

In Person & Virtual/Zoom Meeting

Audio Recorded: Yes

- **Call to Order:** The meeting convened at 1:32 P.M. with Chair Burns presiding.
- **Roll Call:** The attendance in person & virtual/Zoom, was recorded as shown below:

Present:

Loyal Burns, Chair
Joel Conder, Vice Chair
Jon Chandler, Council Member
Soraida Cross, Council Member
Geoff Hinds, Council Member
Austin McGuigan, Council Member
Arnie Roblan, Council Member
Craig Smith, Council Member
Travis Smith, Council Member
Kim Grewe-Powell, Director/CEO

Non-Present:

Other-Present:

Jean Wheat-Palm, CFO and Director of Human Resources
Deborah Hall, Accounts Payable & Office Lead

- **Pledge of Allegiance:** The Pledge of Allegiance was made by all parties present.
- **Approval of Minutes:**
 - Chair Loyal Burns stated that the Council will review the minutes from the November 21st, 2024 Council meeting. Chair Loyal Burns asked for a motion to approve the minutes. Hearing none, Council Member Austin McGuigan motioned to approve the minutes, and seconded by Council Member Arnie Roblan to approve the minutes as presented. The motion carried unanimously.
 - **Action Item:** None

- **Reports:**

- **Council Chair's Report:** Chair Loyal Burns stated that he has been in touch with CEO, Kim Grewe Powell and her team over the last few months. Chair Burns stated that he is confident in the team that CEO, Kim Grewe-Powell, has put together and that they are all doing a good job.
- **CEO Report:** CEO Kim Grewe-Powell stated that the financial reports attached are still under review and are preliminary. Money has been built into the Proposed budget to spend on facility updates and improvements this year. CEO, Kim Grewe-Powell, proposed increasing the parking from \$5 to \$10 except for the Oregon State Fair and Marion County Fair. The Oregon State Fair will feature eleven concerts in 2025, which will increase the spending on entertainment. The entertainment budget has not been increased for 15 years.

The 4th of July Spectacular will potentially have a concert this year.

The Governor's recommended budget included 1.9 million dollars for the County Fair's from lottery funding, 10 million dollars in Business Oregon Grants for the fair's and 4.7 million dollars for the Oregon State Fair & Exposition Center for emergency response center upgrades.

Willamette Art Center's lease will end on June 30th, 2025. The partnership between OSFEC and WAC has become challenging due to the growth of OSFEC, and it is becoming increasingly challenging for WAC to have events at their facility. WAC's lease will not be renewed by OSFEC. CEO, Kim Grewe-Powell thanked Lisa Joyce, the WAC Executive Director.

- **Financials:** Chair Loyal Burns asked if there were any questions regarding the 2025 Proposed Budget that was presented to the Council. Hearing none, Council Member Austin McGuigan moved to accept the proposed budget, and was seconded by Council Member Arnie Roblan. The motion carried unanimously.
- **Fair Foundation Report:** President Debbie McCune, the foundation has not met. However, they will be meeting in February of this year. The Criterion School House will be having its 50th anniversary this year. They will be making improvements to the school house, and it will be completed by the 2025 OSF.

The Fair Foundation is down to five members and are looking for new people to join them.

- **Public Comments on Non-Agenda Items:** None
- **Council Member Comments:** Council Member Craig Smith inquired how to direct interested individuals to apply for an OSF Council position. CEO, Kim Grewe-Powell, stated that people can reach out to herself or Deborah Hall to get instructions on how to apply through the Governor's office.
- **Committee Reports:**
 - **Executive Committee:** None
 - **Governmental Affairs Committee:** Council Member Arnie Roblan asked if OSFEC could honor former Senate President Peter Courtney at this year's State Fair.
 - **Nominating Committee:** CEO, Kim Grewe-Powell stated that the Oregon State Fair Council has two individuals interested in becoming members.
 - **Adjourn:** There being no further business, the meeting adjourned at 1:54 P.M.



Financial Overview Summary

The **Balance Sheet** reflecting our current financial position as of **February 28, 2025** with our **Assets \$12,344,105.13** in balance with our **Liabilities/Equity** and the **Net Income** of - **\$130,835.32** year to date.

The **Profit & Loss Total (Year to Date January 1, 2025 – February 28, 2025)** reflects **total income** year to date is **\$464,542.86** and **total expenses** year to date **\$747,684.73**. The - **\$283,141.87** is the **Net Ordinary Income** and the **Net Other Income \$158,479.33** for a **Total Net Income** of -**\$130,835.32** year to date.

As we enter into the new year, we are on target with our expenses aligning to our annual budget, and although income is down for the first few months of the year which we anticipated, we will gradually see a shift as we bring on sponsorship partners for the 2025 Oregon State Fair.

The **2024 Financials** are in Preliminary Stage with year end entries being finalized prior to the 2024 Audit to begin this week. At the next Council meeting 2024 Final Financials will be presented.

Jean Wheat-Palm, CFO
March 14, 2025

Oregon State Fair Council
Balance Sheet
As of February 28, 2025

	Feb 28, 25
ASSETS	
Current Assets	
Checking/Savings	
10120 · USB - Operating Acct - 5013	1,834,993.92
10121 · USB - Payroll Acct - 3265	18,238.88
10122 · USB - Premium Acct - 5021	1,500.00
10127 · USB - Fair Admission -5088	1,500.00
10128 · USB - Office Expo - 5104	102,899.00
10129 · USB - Show Works - 5120	1,500.00
10130 · USB - Camp Ground - 5138	122.50
10131 · USB - Office FAIR - 5112	1,399.38
10150 · Petty Cash Box - Fair	443.66
10200 · State Treasury Fund Account	8,427,992.37
Total Checking/Savings	10,390,589.71
Accounts Receivable	
11000 · Accounts Receivable	347,128.50
Total Accounts Receivable	347,128.50
Other Current Assets	
12001 · *Undeposited Funds	600.00
12004 · Prepaid Rent	500.00
12005 · Prepaid FCC 10 Yr License	735.00
13000 · Prepaid Contracts	-7,077.56
Total Other Current Assets	-5,242.56
Total Current Assets	10,732,475.65
Other Assets	
19000 · Capital Investments- SF Council	
2023 Capital Assets	248,897.84
2022 Capital Assets	46,615.00
2021 Capital Improvements	73,577.00
19015 · 2015 Capital Investments	313,465.71
19016 · 2016 Capital Investments	282,283.78
19017 · 2017 Capital Investments	459,316.41
19018 · 2018 Capital Investments	493,738.09
19019 · 2019 Capital Investments	552,403.62
19020 · 2020 Capital Investments	101,788.09
19099 · Accum Deprec Capital Improv	-960,456.06
Total 19000 · Capital Investments- SF Council	1,611,629.48
Total Other Assets	1,611,629.48
TOTAL ASSETS	12,344,105.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-1,725.27
Total Accounts Payable	-1,725.27
Credit Cards	
20021 · US Bank #5776	11,388.40
20055 · US Bank #4736	4,855.77
20050 · US Bank #7676	77.34

Oregon State Fair Council
Balance Sheet
As of February 28, 2025

	Feb 28, 25
20040 · US Bank #4238	3,047.54
20020 · US Bank #4166	-159.90
Total Credit Cards	19,209.15
Other Current Liabilities	
20100 · Deferred Rent Income - MCFair	180,225.00
20200 · Deferred Income - Fair	
20290 · Sponsorships- Deferred	121,000.00
Total 20200 · Deferred Income - Fair	121,000.00
20515 · Deferred Income - Expo	321,418.00
24000 · Payroll Liabilities	
24029 · Medical FSA - J Wheat-Palm	55.03
24019 · Dental Insurance Payable	221.93
24035 · Paid Fam Leave Payable	772.37
24009 · OR - Statewide Transit Tax	124.17
24010 · FWT/FICA Payable	13,866.88
24011 · SWT Payable	3,872.00
24013 · SUTA Payable	2,445.87
24014 · WBF Payable	76.03
24018 · Health Insurance Payable	9,844.30
24022 · Medical FSA - KGrewe-Powell	3,113.11
24031 · Medical FSA - M Legorreta	541.33
24024 · Medical FSA - K Hollingshead	2,146.95
24033 · Medical FSA - C Solis	2,289.79
Total 24000 · Payroll Liabilities	39,369.76
Total Other Current Liabilities	662,012.76
Total Current Liabilities	679,496.64
Total Liabilities	679,496.64
Equity	
25000 · State Parks Opening Bal	3,014,804.40
25020 · State Biennium Fund 2015-2017	1,015,299.00
32000 · Retained Earnings	8,012,149.39
32001 · Ret Earn - Facility Assess Cost	-254,738.00
32050 · Restricted Net Posititon	7,929.02
Net Income	-130,835.32
Total Equity	11,664,608.49
TOTAL LIABILITIES & EQUITY	12,344,105.13

Oregon State Fair Council
Profit & Loss
January through February 2025

	Jan - Feb 25
Ordinary Income/Expense	
Income	
Holiday Village Revenue	18,408.55
Administration Revenue	61,968.51
Operations Revenue	8,528.00
Expo Center Revenue	375,637.80
Total Income	464,542.86
Gross Profit	464,542.86
Expense	
Signature Events	13,743.12
Salaries & Wages - Permanent	131,148.67
Contracted Labor - PT/Snl/Temp	19,422.00
Employee Benefits - ER Exp	20,149.66
Payroll Tax - Employer's Share	12,331.78
Professional Services Exp.	78,816.27
Council Expense	25.48
Travel/Training	5,598.85
Supplies & Expenses	4,382.54
Insurance	115,487.00
Utilities-Elec,Gas,Water, Trash	198,080.80
Maint. and Repairs of Equipment	1,097.80
Maint. of Buildings and Grounds	70,992.59
Marketing Expenses	3,165.70
Vehicle Expenses	1,129.44
Bank Fees	1,033.87
Equipment Purchase <\$5k	1,288.00
Permits, Licenses	197.12
State Fair Administrative Exp.	276.65
State Fair Marketing Expenses	58,882.24
State Fair Operations Expenses	7,883.96
State Fair Attractions Expenses	663.96
State Fair Exhibits Expenses	1,887.23
Total Expense	747,684.73
Net Ordinary Income	-283,141.87
Other Income/Expense	
Other Income	

03/14/25
Accrual Basis

Oregon State Fair Council
Profit & Loss
January through February 2025

	Jan - Feb 25
Other Income	
90120 · Allocation Income - DAS	130,966.00
Total Other Income	130,966.00
90400 · Bond Project	
90410 · Bond Project Admin Employee	27,513.33
Total 90400 · Bond Project	27,513.33
Total Other Income	158,479.33
Other Expense	
Special Projects Expense	
90666 · Project Admin - Employee	5,520.00
Total Special Projects Expense	5,520.00
90700 · Bond Project Exp	
90700 · Bond Project Exp - Other	652.78
Total 90700 · Bond Project Exp	652.78
Total Other Expense	6,172.78
Net Other Income	152,306.55
Net Income	-130,835.32