



Minutes of the Oregon State Fair Council Regular Meeting

June 25, 2020

By Conference Call Due To COVID-19 Restrictions on Gatherings

Audio Recorded: Yes

I. Call to Order: The meeting convened at 2:30 p.m. with Chair Kevin Cameron presiding.

II. Roll Call: The attendance by phone, was recorded as shown below:

Present:

Kevin Cameron, Chair
Vicki Berger, Vice Chair
Loyal Burns, Council Member
Gene Derfler, Council Member
George Jennings, Council Member
Leah Perkins-Hagele, Council Member
Craig Smith, Council Member
Mike Paluszak, Director/CEO

Non-Present:

Jon Chandler, Council Member
Dana Jung, Council Member
Austin McGuigan, Council Member
Rep. Mike Nearman, Advisory Council Member
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. Report Out Regarding Executive Session

Chair Cameron reported that an Executive Session was held prior to this meeting pursuant to ORS 192.660(2)(a) to Consider Employment of a Director/CEO. The Council will continue with hiring Kim Grewe-Powell as the Interim CEO/ Director with a 5% increase of the Oregon State Fair Effective July 1st, 2020. Mr. Paluszak will be available on an hourly basis as needed at the rate of \$75.00/hour.

A motion was made by Vice Chair Berger and seconded by Council Member Perkins-Hagele that the Council enters into an agreement with Kim Grewe-Powell as Interim CEO at a salary that is 5% over her current Salary effective July 1, 2020, for a period to be determined by the reopening of the State, to be renegotiated when we start opening again. Concurrent with that, our retiring CEO Mike Paluszak will be hired as an employee at \$75.00 per hour on an on-call basis, to make the transition easier and more workable for all concerned. The motion carried unanimously.

V. Possible Public Comments and Action Regarding Employment of a Director/CEO: None

VI. Approval of Minutes:

a. Council Meeting of May 28, 2020: Chair Cameron asked if there were any changes or corrections to the minutes presented for approval. Hearing none, a motion was made by Council Member Derfler and seconded by Council Member Burns to approve the minutes as presented. The motion carried unanimously.

VII. Public Comment on Agenda Items: None

VIII. Council Chair's Report:

Chair Cameron reported that he has been working with Mr. Paluszak and Ms. Grewe-Powell to prepare for the transition to the Interim CEO effective July 1, 2020.

IX. CEO's Report:

We are still in hold mode not taking rentals for Expo Center events until at least the end of September. The temporary hospital has moved out. "Fair Food" Concessions are slated to be open tomorrow and will continue for the weekends thru the summer. Three contracts that were pending Oregon Beverage Service for the 2021 State Fair, Rainier Amusements for the 2021 State Fair, and Green Acres Landscape for ongoing landscape maintenance have been issued. Two have been returned signed, the third is expected soon. The facility assessment is virtually done. We are beginning to get the draft chapters of the report for review. We expect that the complete report may be provided in the next month, although it may take a little longer given the volume of information to be included. As cost savings we are bringing accounting in house effective July 1, 2020, as remaining staff is capable and has the time to do the accounting for the time being. This is in no way a reflection of AccurAccounts, but rather to save cost of outsourcing our accounting. They completely understand the reason for this decision, and if at any time in the future we wish to reengage them, they are happy to do that. The 2019 Financial Review by Bolt, Carlisle, and Smith, CPAs will wrap up by the 1st of the week, and possibly be presented to the Council at the next meeting.

Council Member Perkins-Hagele asked what the cost saving would be bringing accounting in house. Mr. Paluszak shared that it would be a cost savings of \$48,000 annually.

X. Information Items:

- a. **State Fair Report:** A handout was emailed to Council Members regarding the All Oregon E-Fair. This digital programming will be a fun way to market the 2021 fair. The E-Fair will keep the Fair top of mind, while engaging our guests and attracting a new audience. It will be a sneak-peak of the 2021 State Fair. We will celebrate nurses, doctors, first responders, front line workers, graduates and educators, and ask for photos to be submitted. The E-Fair will kick off on July 29th, and continue through Labor Day, to include contesting, people interest stories, fair announcements, 2021 concert lineup, presale opportunities starting September 2nd until the 7th, and general online ticket sales starting September 8th.

XI. Action Items

a. State Fair Council

- i. Financial Statement 1/1/20-5/31/20

Mr. Paluszak explained that this represents the point in time that we shut down. Until we are in the position of resuming Expo Center events again or have the Fair, this is essentially what revenue we will have, and there has been little activity since then. Although there will be some expenses going forward, we have reduced staffing of both year-round, part time and temporary employees and made other expense adjustments.

Chair Cameron asked if there were any changes or corrections to the Financial Statement presented for approval. Hearing none, a motion was made by Council Member Berger and seconded by Council Member Jennings to approve the minutes as presented. The motion carried unanimously.

ii. Director/CEO Delegated Authority

A motion was made by Council Member Perkins-Hagele and seconded by Vice Chair Berger to transfer the current Delegated Authority (attached) of Mike Paluszak to Kim Grewe-Powell as the Interim CEO effective July 1st, 2020. Motion was seconded by Vice Chair Berger. Motion carried unanimously.

b. **State Fair:** None

c. **Expo Center:** None

d. **Committee Reports and Action Thereon**

i. Executive Committee: None

ii. Governmental Affairs Committee: None

iii. Nominating Committee: None

XII. Public Comments on Non-Agenda items: None

XIII. Council Members' Comments: Vice Chair Berger welcomed Kim aboard, and asked when the next meeting is. Next meeting is scheduled for July 23rd, 2020.

XIV. Adjourn: There being no further business the meeting was adjourned at 3:00pm

Meeting Materials:

Agenda

Council Meeting Minutes May 28, 2020

Financial Statement 1/1/20-5/31/20

Director/CEO Delegated Authority (Attached)