

## Marion County Fair Board

*To promote the diverse agricultural and cultural heritage of Marion County  
through active participation of its citizens.*

### Pre-Fair Meeting

Log Cabin, Fairgrounds

July 11, 2018 5:00 PM

#### In Attendance

**Board Members:** Joel Conder, Brandi Crandall, Heidi DeCoster, Shannon Gubbels, Nathan Leao, Dylan Wells, Pam Zielinski

**Key Volunteers:** Mike Adams, Bry Taylor-Campos

**Guests:** Jill Ingalls

**Staff:** Denise Clark, Tamra Goettsch

**I. 5:00 PM Call to Order/Introductions**

**II. 5:02 PM Public Comments- None**

**III. 5:07 PM Approval of June 26, 2018 Meeting Summary Notes** (Tabled til next meeting.)

**IV. Items of Special Interest**

- Security Update
  - TCB owner arrested for child abuse. The county has exercised due diligence and determined that we will still be contracting with TCB for ticket taking and security at the fair. (Any future questions are to be directed to Jill.)
  - Matt Franke, TCB Operations Manager, is going to be our point person for the company.
- Budget Adjustments
  - Big Name Entertainment Backline Increase- Joel indicated that an additional \$160 is needed for big name entertainment backline. Joel made a motion to add another \$160 to big name entertainment backline and to take the money out of either “lodging” or “catering”, wherever there is excess; Brandi seconded the motion. Motioned passed.
  - Permits
    - The State Fire Marshall came and did a fair walk-through with Jill on two different days for a total of 3 hours.
    - The fire permit cost is \$87.
    - There is a potential tent permit cost of \$600 (total from a “per tent” fee.) However, we may get it down to one “event permit” of \$117. (Mike Adams

noted that no event in the city, that he is aware of, has previously had to do the per tent cost in the past.)

- Dylan indicated that Les Schwab provided 15 cases of water. He called Home Depot for additional water and was quoted \$493.
- Shannon made a motion to add a budget change request for the purchase of water to the agenda; Brandi seconded. Motion past.
- Heidi made a motion to approve the budget change request for \$493 for cases of water; money to come out of contingency. Shannon seconded the motion; motion passed.
- Mike Adams said he will look into seeing if he can get the water sponsored through Oregon Rain.
- Tamra indicated that there was a \$100 anonymous donation to be given to the public competitions county blueberry cheesecake contest winner.
  - Shannon made a motion to add blueberry cheesecake contest \$100 anonymous donation to the agenda; Brandi seconded. Motion passed.
  - Brandi motioned to add the \$100 anonymous donation as both a revenue and an expense to pay the blueberry cheesecake winner.

Budget Change Items Table:

Item	Original	Change
Entertainment Backline	\$1500	\$1660
Fire Marshall Permits	\$0	\$204-687 (Potential)
Bottled Water	\$0	\$493
County Cheesecake Prize	\$0	\$100

**V. 5:09 PM Last Minute Updates**

- Dylan noted that security is going to be keeping a tight rein on the gates; it will require a wristband or ticket to get in (a badge will not suffice.) The wristbands can be gotten through the fair office. (Wristbands were handed out to all members during the meeting.)
- Since it is going to be hot, water will be available at the volunteer check-in, the information booth/table and the fair office.
- Denise suggested that perhaps the carnival could activate the water misters to cool down fair goers.

**VI. Meeting Adjourned: 5:25 PM**