

# Lincoln County Fair Board Minutes

December 1, 2016 – 10:00 a.m.  
225 West Olive St, Room 108  
Newport, Oregon

## I. Call to Order/Roll Call

Acknowledging that there was a quorum with Bill Hall and Jim Buisman present, Chair Frank Geltner called the meeting of the Lincoln County Fair Board to order at 10:00 a.m. Wayne Belmont was present and Tanya Graham took minutes.

## II. Approval of Minutes

The minutes of the November 10, 2016 meeting were reviewed by the board electronically. There being no corrections, the minutes were approved as distributed.

## III. Other Business

### A. OSU Extension/4H Update – Todd Williver:

- a. Todd Williver reported that the Youth in Action event is scheduled for the end of December 2016.
- b. Todd Williver also reported that the afterschool program is going well and is being held in the Harney Building on Tuesdays and Wednesdays. 4H is looking at expanding the program to include Mondays.
- c. Younglife has started using the Harney Building and the program is going well. Additionally 4H has their “Service Learning” project coming up.
- d. Michele Osterhoudt presented to the Board a new “draft” Fair logo as a way of rebranding the Fair. She proposes using the new logo annually instead of changing it year to year.
- e. The Board likes the new logo and is in favor of making the change unless the Board of Commissioners doesn’t agree.
- f. Todd Williver reported that he and Michele met with Pamela Rose, the Oregon 4H Program Leader, and the University is happy with the development of the Memorandum of Understanding between the County and the University.
- g. Todd Williver presented a proposal to purchase additional bleachers. The 45 ft. bleachers will hold 300 people and the 27 ft. bleachers will hold 108 people; the cost per seat is significantly less with the 45 ft. bleachers. The bleachers are transportable with a one ton truck and can be put into storage when not in use.
- h. **Bill Hall moved and Jim Buisman seconded to approve the purchase of two (2) 45 ft. bleachers for a total of \$67,000.00 plus any incidental expenses associated with the purchase. The vote was taken and passed unanimously with a vote of 3-0.**

**B. RFP – Master Plan Update:**

- a. Wayne Belmont reported that he solicited for the Master Plan RFP and one proposal was received. The proposal was sent to the Review Committee for independent review and then the committee met to review the proposal together.
- b. The proposal meets the general requirements but the committee would like to see a few revisions made to the proposal with cost saving in mind.
- c. Jim Buisman stated that the proposal was put together by 11 different firms working collaboratively together. The next step in the process is to meet with the principal players of the proposal and have an opportunity to interview them. Once that is complete, the Review Committee can make a recommendation to the Fair Board.
- d. **Bill Hall moved and Jim Buisman seconded to authorize the Review Committee to move forward with interviewing the firm that submitted the Master Plan proposal. The vote was taken and passed unanimously with a vote of 3-0.**

**C. County Staff Update:**

- a. Jack Whaley reported that ditching is being done on the east side of the Exhibit Hall.
- b. Jack Whaley also reported that there is a sink hole on the Northwest side of the animal shelter. Maintenance is filling the hole in with rock at this time and when spring arrives, it will receive a permanent fix.

**IV. Adjournment**

The next Fair Board meeting is scheduled for Thursday, January 12, 2017 at 10:00 a.m. in the Lincoln County Courthouse, Commissioners Conference Room 108.

Meeting was adjourned at 10:25 a.m.

DATED this 12th day of January 2017.

**LINCOLN COUNTY FAIR BOARD**

*excused*  
\_\_\_\_\_  
**FRANK GELTNER, Chair**

*Bill Hall*  
\_\_\_\_\_  
**BILL HALL, Vice Chair**

*J. Buisman*  
\_\_\_\_\_  
**JAMES H. BUISMAN, Member**