



Board of Directors  
92937 Walluski Loop  
Astoria, OR 97103

## Board Meeting Minutes

June 2nd, 2020 - 5:30 p.m.

### **MEMBERS PRESENT**

Mike Autio, Chair  
Kallie Linder, Vice Chair  
Brittany Israel  
Jack Edwards  
Jack Ficken

### **In attendance:**

John Lewis, Fair & Expo General Manager

### **Call to Order**

Meeting called to order at 5:30 pm by Mike Autio, Chair.

### **Public Comment**

No Public Comment Made

### **Consideration of Agenda & May Meeting Minutes**

Kallie Linder made a motion to accept the minutes as presented. Jack Ficken, second. Motion passed.

### **Old Business**

*Report from John Lewis, Fair General Manager.*

#### *Concert*

John reported he is trying to extend the contract for Josh Turner into Fair 2021. He is working on getting the concert night changed from Thursday to Friday. The only thing that would have to be done is changing the date on the contract, since the contract was approved and finalized already for 2020.

#### *Budget & Levy*

John reported he was very excited and grateful for the Levy passing, due to the fact that this is a very trying time in our economy. The fact that the public voted not only to pass, but to also increase the levy shows that they still stand behind what the Fair Board and Fairgrounds doing and how much it provides for the community.

John also advised the Board the Budget made it through the Budget Committee and has moved to the County Commissioners for final approval. He also noted, that making it through the committee is the hardest part, so it should be ok from here on out for the '20-'21 budget.

## **New Business**

*Report from John Lewis, Fair General Manager.*

*Monica Steele– Assistant County Manager/Budget and Finance Director*

Monica addressed The Board about the current personnel policies. She let the Board know that even though Fair Board employs the Fair Staff, they are still County employees. And not having personnel policies can put the Fair Board as well as the County at risk. She presented the idea of providing the County's Policy and the Fair Board could amend them as needed to fit their wants and needs for their staff members. The Board agreed that, that would be a good idea and said that John Lewis and Monica could move forward with drafting some new personnel policies as well as pay schedules for current and future employees and present them at the next Fair Board Meeting. Monica noted that in doing so, it would reduce the risk to the County as well as the Fair Board in the future if any personnel issues may arise. Mike Autio, Chair, stated that the MOU for the Fair Board may have to be altered and revised to fit such policies. Monica agreed that would be a good idea, as they usually reference the MOU in the Personnel Policy.

## *Future Events*

John let the board know, that even after the cancellations due to COVID restrictions, people are still contacting the Fair Staff for reservations for future dates. This is a good sign for future revenue and usage of the facilities for the community. John also noted, that even though we are not sure when phase 3 will happen, it looks like events such as the After Harvest Party are looking to be a good turnout.

## *Buildings and Grounds*

John advised that the lack of usage in the facilities is causing some small issues that will have to be monitored that make sure everything keeps working as designed. City of Astoria water district came out and checked the chlorine levels, among other things, and the chlorine level was not existent. So flushing lines is going to be needed. Being short staffed due to an injury has had John and the Administrative Assistant busy with keeping up with growing grass, spraying, etc. John advised that he would hire temp help this summer to keep up with things like weed eating and projects like resurfacing the Outdoor Stage. Temp help is usually hired every year for Fair, even with Fair not happening, there is still work to be done and things to be kept up on.

## **Financial Statement**

John Lewis presented Financial Statement.

## **Board Members/Staff Communications**

No additional Comment.

## **Adjournment**

The meeting was adjourned at 6:00 pm.

## **Next Meeting Date**

**July 7th, 2020 - 5:30 pm @ Fairgrounds Exhibit Hall.**