



MINUTES OF THE

Lincoln County Fair Board

Board of Commissioners
225 West Olive Street
Room 110
Newport, OR 97365
Phone: 541.265.4100
FAX: 541.265.4176

REGULAR MEETING OF NOVEMBER 30, 2023, AT 4:00 PM

This meeting was audio and video recorded and a link is available at
co.lincoln.or.us/meetings

I. CALL TO ORDER

Chair Helfrich called the meeting to order at 4:02 p.m.

II. ROLL CALL - ESTABLISHMENT OF A QUORUM

Chair Helfrich, Vice Chair Butterfield, and Fair Manager Tower were present. Todd Williver and Colleen Robert attended virtually. A quorum was established.

III. NEW BUSINESS

A. Approval of Minutes from 10.19.2023

Todd Butterfield moved to approve. Colleen Robert seconded the motion. The motion carried.

IV. OLD BUSINESS

A. Review and Revision of Draft Bylaws and MOA

The group discussed the draft of the bylaws and provided the Recorder with changes to be made to finalize.

V. DECISION/ACTION

VI. PUBLIC COMMENT (please limit comments to no more than 3 minutes)

VII. DISCUSSION/INFORMATION (Note the Board could act on the following topics)

A. Review of Vendor Handbook and Fees - Presented by Fair Manager Heather Tower

Fair Manager Tower will send out the current version of the vendor handbook and fees. She asks that the Board review them and be prepared to finalize an updated version at the January 18, 2024, meeting. She then provided an update on the 4-H Christmas tree sale. She also informed the Board that all the mobile bleachers have been returned to the Commons. County Administrator Johnson stated that the bleachers should be kept in-house until maintenance on them has been completed.

VIII. REPORTS

IX. ADJOURN

Vice Chair Butterfield moved to adjourn. Colleen Robert seconded the motion. Chair Helfrich adjourned the meeting at 4:33 p.m.

X. OTHER SCHEDULED MEETINGS AND APPOINTMENTS OF THE BOARD

No meeting is scheduled for December. The next meeting will be Thursday, January 18, 2024, at 3:30 p.m.