



MINUTES OF THE

Lincoln County Fair Board

Lincoln County Fair Board
225 West Olive Street
Room 110
Newport, OR 97365
Phone: 541.265.4100
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REGULAR MEETING OF JUNE 12, 2025, AT 3:30 PM

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

I. CALL TO ORDER

Chair Robert called the meeting to order at 3:31 p.m.

II. ROLL CALL - ESTABLISHMENT OF A QUORUM

Chair Robert, Vice Chair Butterfield, Andrea Summerlin, County Counsel Yuille, and Fair Manager Tower were present. Todd Williver and Irma Jimenez attended virtually. A quorum was established.

III. DECISION/ACTION

A. Lincoln County Fair Board Meeting Minutes 05.08.2025

Andrea Summerlin moved to approve the minutes as presented. Todd Butterfield seconded the motion. The motion carried.

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

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

VI. REPORTS

A. Fair Manager

Fair Manager Tower reported that the Public Works Department has moved the two tractors, all the trailers, and all the implements to the Chinook Winds Casino. She has a Google calendar to share with the Board. She reminded the Board that any requests for background checks for volunteers need to be to Lincoln County HR by noon on June 20. Orientation will take place on Wednesday, June 25, at the OSU Extension office at 6:00 p.m. with a hybrid option. Judging will take place on Monday, June 30, and the bleachers will be set up. On Tuesday, July 1, the Job Corps volunteers will come at noon to set up tents, tables, and the panels for the rodeo. John Jardine, Howell Rodeo, vendors, and food trucks will move in on Wednesday, July 2, and the Fair will open at 10:00 a.m. on Thursday, July 3. All Fair property must be moved out of the casino buildings by Sunday, July 6 by 11:00 a.m., and the County will pick up all outdoor equipment on Monday, July 7. The Board and staff will communicate via a group chat, and by radio.

B. Committee Reports

Todd Butterfield had no report.

Marketing: Andrea Summerlin had no report..

Rodeo: Todd Williver reported that he plans to cultivate the rodeo grounds at the casino on Saturday.

He asked that Todd Butterfield follow up with the Rototiller on the green tractor.

Volunteers: Irma asked about opportunities for rodeo volunteers to meet prior to the Fair. Todd Williver asked that they meet on Thursday. Irma also asked about signage. Fair Manager Tower will ask for signage from the casino for entry at the rodeo, parking horse trailers, etc.

Chair Robert had no report for Open Class, but announced that the Oregon Fairs Association convention will take place Oct 16-18.

VII. ADJOURN

Todd Butterfield moved to adjourn the meeting. Andrea Summerlin seconded the motion. Chair Robert adjourned the meeting at 3:25 p.m.

VIII. OTHER SCHEDULED MEETINGS AND APPOINTMENTS OF THE BOARD

- A. No meeting in July**
- August 14, 2025**
- September 11, 2025**
- October 9, 2025**
- November 13, 2025**
- No meeting in December**