

MINUTES

OCF FIXED ASSETS COMMITTEE

AUGUST 9, 2021, 11:00 AM - 1:00 PM. Via Zoom
MEETING CONVENED AT 11:00 AM

PRESENT

Committee members: AJ Jackson, Sandra Bauer, Craig Smith, Kevin Levy, Ruby Bauske

Liaisons: none

Staff: Kirsten Bolton, Executive Director, Shane Harvey – Site and Facilities Manager

Other Attendees: Colleen Bauman, Paxton Hoag, Aaron Kenton, Benn Rogers, Ann Bennett-Rogers, Jon Silvermoon, Jon Pincus, Heather Kent, Mark Pankratz, Spirit Leatherwood, Steve Gorham

AGENDA REVIEW

AJ moved, Sandra seconded to approve the Agenda as revised
Approved by unanimous vote.

MINUTES REVIEW AND APPROVAL

Ruby noted that she corrected the spelling of AJ's last name in the draft minutes.

Sandra moved, Craig seconded to approve the Minutes of the July 19, 2021 meeting as corrected.
Approved by unanimous vote.

ANNOUNCEMENTS

AJ welcomed Aaron Kenton to the Storage Subcommittee. Aaron reported that she had been involved with the OCF's purchase of the winery property and was eager to share information about land uses etc with the Committee.

AJ reported that the Storage Subcommittee was looking for more volunteers. Please email a letter of interest to the Committee at ocffixedassets@oregoncountryfair.org. Paxton indicated his interest in joining the Residence Subcommittee and said he'd follow up with a letter of interest.

PUBLIC COMMENTS

Aaron asked who are the members of all the Subcommittees. AJ responded that when membership is finalized, the Committee will post the Subcommittee membership lists on the FAC .net webpage.

Colleen said that the Path Planning Committee sends an email blast to an interested parties email list to announce their Subcommittee meetings.

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Old business

1. Discuss outreach to OCF Board on this motion which will be discussed at their September 6 meeting:

OUTER LIMITS EQUIPMENT: The Fixed Assets Committee (FAC) recommends against operating a winery on the Outer Limits property at this time. We recommend that the FAC and the Site and Facilities Manager (SFM) collaborate in selling winery production equipment as soon as possible. The Committee will explore options for appropriate uses for the Outer Limits for the future.

Sandra and AJ agreed to reach out to OCF Board members in advance of meeting to see if they have any questions prior to the Board meeting on September 13.

2. Discuss Committee progress report for September 13 OCF Board meeting: Attendees discussed the procedures for the Committee to approve Subcommittee reports. The upshot was that Subcommittee written reports based on information presented to the Committee at a FAC meeting do not need a another FAC meeting to approve before submittal to the OCF Board.

Conveners of Subcommittees agreed to send Sandra a report by Friday August 20. By August 31, she will compile the report and send it to Mary Callaghan of the OCF office staff to add to the OCF Board packet for their September 13 meeting.

New business

Map:

Sandra indicated a need for better maps of all the fair properties, including measurements.

This is important for considering alternate uses of the Outer Limits property. Sandra reached out to Rosana Costello of Path Planning Committee and will work on generating more detailed maps this month.

Subcommittee reports

1. OUTER LIMITS EQUIPMENT:

Craig has obtained a list of equipment auction websites and emailed it to the Committee. Shane reported that he was not included on the distribution list. Craig said he would copy Shane on all future communications, and email Shane his research into the topic.

Paxton reported that the equipment has not been maintained for many years, and it would have to be cleaned before going out to the market.

Also, if the wine barrels have not been filled with water before storage, they may not be useable to wine-makers.

The possibility that there is vinegar in the at least one of the stainless-steel tanks was discussed. Colleen reported there was interest in preserving the vinegar to bottle it for retail sale as an OCF fund-raiser.

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2. RESIDENCE SUBCOMMITTEE:

Kevin will complete property inspections at Doug's Green and Outer Limits residences this week. He'd may need the name of a city/County contact for questions. The Committee agreed that only OCF staff should represent the Fair with governmental entities, unless asking for general information. Kirsten suggested that Committee members contact her directly with their needs to contact agencies.

Kevin is on track to make a report on the inspections to the Committee in next month.

3. COMPOSTING SUBCOMMITTEE:

Shane reported he is working with the County to submit a request for siting of a compost facility for the fair, but that their response is slow.

Sandra will set up a meeting with Kirsten and representatives of the Recycling Crew and Shane to discuss Fair composting siting, after Kirsten comes back from vacation in September.

4. STORAGE SUBCOMMITTEE:

AJ reported that the Subcommittee including himself, Shane, Aaron Kenton, and new recruits will start work by meeting in September.

5. ALTERNATE USES FOR OUTER LIMITS PROPERTY:

- a. Campground: Sandra reported that she, Ruby, and Heather toured the ElfenWood Campground and gathered an enormous amount of information about running a campground during the Fair.
- b. Parking: Steve G reiterated the need for Traffic Crew to utilize the fields at Outer Limits for Fair staff parking, the original purpose for acquiring the property.
- c. Other permitted events
- d. Compost facility location: see above discussion of Compost Subcommittee
- e. Storage: Benn Rogers of Construction asked that Outer Limits not be considered a candidate for storing Fair stages. The items are large and heavy and transporting them from Outer Limits to the Fair will use a lot of energy that would be conserved by storing the stages on site.
- f. House rental: see above discussion of Residence Subcommittee
- g. Meeting space
- h. Solar energy cells: Craig suggested adding this topic to alternative uses for Outer Limits. There are designs of solar cells that are elevated off the ground so Traffic could park cars under them. Spirit suggested he talk with Cynthia of Peach Power.
- i. Agriculture demonstration project: Ann advocated using part of the Outer Limits site for an ag demo project with Oregon State University and local schools. Aaron suggested that the Committee hold a meeting to brainstorm alternate uses. Colleen responded that the OCF Board held a working assembly on uses of the Outer Limits property this year. The conclusion was that ag uses are not appropriate because of the Fair's need for most of the property for Fair staff parking during July, an important part of the growing season in this part of Oregon.

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Review of Action Items and Deadlines

Entity	Who	What	When
Residence	Kevin	Complete houses inspections	Aug 13
Residence		Proposal for suitability for rental to FAC members	Aug 20
Alt Uses for O.L.	Ruby	Draft proposal and spreadsheet for campground use	Aug 20
Compost	Sandra	Set up Compost Summit for a date after Aug 26	Aug 20
Storage	AJ	Complete recruitment of new members	Aug 31
Storage	AJ	Schedule meeting to assess Fair storage needs	Aug 31
FAC	Conveners	Send dates of Subcommittee meetings to Mary Callaghan for posting on FAC .net webpage	On-going
FAC	Conveners	Send Subcommittee report to Sandra	Aug 20
FAC	Sandra	Compile FAC Committee report & send to Mary Callaghan for inclusion with OCF Board packet	Aug 31
FAC	Paxton	Email Best Practices document to FAC members	done
FAC	Ruby	Draft Minutes & submit to FAC members for edits	Aug 13

Confirm next meeting Next FAC meeting is Monday September 20, 11:00 AM to 1:00 PM

Meeting evaluation

Kirsten would like to be copied on Minutes of Subcommittees meetings.

Adjourned at 12:45 PM

Minutes by Ruby Christina Bauske