

Minutes of the Board



Canadian County Expo Authority Board of Trustees Meeting
August 14, 2025

Notice of the meeting and agenda were posted at 11:22 am on August 12, 2025, at the Canadian County Courthouse, 201 N. Choctaw Ave., El Reno, OK 73036, according to the provisions of 25 O.S. § 301-314.

Agenda Item #1:

Tom Manske called the meeting to order at 3:00pm.

Agenda Item #2:

The members present were Tom Manske, Kelly Beck, Danny Lawson, Pam Shelton, and Mike Harris. A Quorum was present.

Agenda Item #3

Manske moved, seconded by Beck to appoint Dani Adams as Canadian County Expo Authority Board Secretary. The motion passed unanimously 5-0. Mike Harris appointed as Canadian County Expo Authority Board Treasurer. Manske moved, seconded by Shelton. The motion passed 4-0 with one abstention (Harris). Pam Shelton selected as backup Secretary: Moved by Harris, seconded by Beck. The motion passed 4-0 with one abstention (Shelton).

Agenda Item #4:

Shelton moved, seconded by Lawson to approve purchase of a John Deere Gator XUV 845M (Model Year 2025). The motion passed unanimously 5-0.

Agenda Item #5:

Manske moved, seconded by Harris to approve the purchase of an Automatic Laser Leveling System. The motion passed unanimously 5-0.

Agenda Item #6:

Manske moved, seconded by Harris, to approve the purchase of a Garfield Scraper Blade. The motion passed unanimously 5-0.

Agenda Item #7:

Beck moved, seconded by Shelton, to accept a holiday discount for Event Center rentals. The motion passed unanimously 5-0.

Agenda Item #8:

Beck motioned, seconded by Manske to authorize Mandy (Executive Director) to spend up to \$5,000.00 for the drainage study for potential parking lot expansion. The motion passed unanimously 5-0.

Agenda Item #9:

No action taken.

Agenda Item #10:

Motion to table by Shelton. Seconded by Harris. The motion to table passed unanimously 5-0.

Agenda Item #11:

August 14, 2025, Minutes continued:

No action taken.

Agenda Item #12:

Manske moved, Lawson seconded to approve the creation of a committee to review and possibly update “Restrictions, Security & Smoking” sections of our Use Policy to meet with Mandy & legal counsel (Gabe Bass). Recommendation of Pam Shelton and Kelly Beck to be appointed members. Motion carried.

Agenda Item #13:

Executive Director, Mandy Davis, gave reports on the status of the Expo Center. No action necessary.

Agenda Item #14

Shelton moved, seconded by Harris to enter Executive Session at 4:28pm.

Agenda Item #15

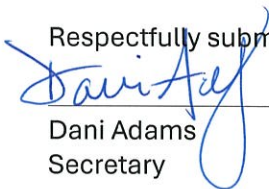
Having completed Executive Session, Regular session reconvened at 4:48pm. Motion to accept the recommendations of our Executive Director to create the two new positions with the titles of “Client Engagement Coordinator” and “Finance & Payroll Coordinator” and to allow the Director to fill those positions as needed and/or discussed Moved by Manske, seconded by Shelton. Harris: Yes. Shelton: Yes. Beck: Yes. Manske: Yes. Lawson: Yes. The motion passed unanimously 5-0.

The second motion to form a committee to work on & develop a retention program starting in January, with appointment of Danny Lawson & Tom Manske moved by Beck and seconded by Shelton. Motion carried to develop the retention program.

Agenda Item #16

There being no further business before the Board, Chair Tom Manske adjourned the meeting at 4:51pm.

Respectfully submitted,



Dani Adams
Secretary

Approved by,



Tomas Manske
Trustee Chair