CANADIAN COUNTY EXPO AUTHORITY

Minutes of the Board

Canadian County Expo Authority Board of Trustees Meeting
Thursday, June 11, 2026

Notice of the meeting and agenda were posted on June 8, 2026, at 10:16am 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:
Tomas Manske called the meeting to order at 3:06pm.

Agenda Item #2:
The members present were Tomas Manske, Kelly Beck, and Danny Lawson. Pam Shelton and Mike Harris, were absent. A Quorum was present.

Agenda Item #3
No action.

Agenda Item #4:
Motion to approve the minutes from May 14, 2026 regular meeting was made by Kelly Beck. Danny Lawson seconded this motion. The motion passed unanimously, 3-0.

Agenda Item #5:
Report given.

Agenda Item #6:
Tomas Manske made the motion, seconded by Danny Lawson, to approve the following agreements:

6A. ACCO-SIF 2026/2027 Workman's Compensation
6C. Trane
6D. Verosa
6G. Chickasha Industrial
6I. Cytracom
6J. Evron
6K. MaxLift
6L. EquipmentShare

The other accounts listed (6B ACCO- Property/Liability, 6E. United Systems, & 6F. Dobson Fiber) will be considered during the next meeting.

Agenda Item #7:
After reviewal and discussion, Danny Lawson moved to approve renewal of the recommended memberships. Kelly Beck seconded the motion. Motion carried unanimously.

Agenda Item #8:

Motion to approve the 2027 National Land & Range Judging Contest contract made by Kelly Beck. Tomas Manske seconded the motion. Motioned carried unanimously.

Agenda Item #9:

Tomas Manske made the motion to approve the 2027 Redlands Graduation as proposed but gave the Executive Director the authority to negotiation and/or deviate from the current fee schedule. Kelly Beck seconded the motion. The motion carried unanimously.

Agenda Item #10:

At 3:35pm Kelly Beck made the motion, seconded by Tomas Manske, to enter Executive Session pursuant a to 25 O.S. § 307(B)(1) of the Open Meetings Act for discussion of the employment, hiring, firing, appointment, promotion, demotion, discipline or resignation of the following:

- Executive Director
- Facility Manager
- Client Engagement Coordinator
- Accounts Coordinator
- Lead Event Technician
- Event Technician
- Janitorial Technician
- Grounds Technician

Agenda Item #11:

Executive Session conducted for the purposes set forth above.

Agenda Item #12:

Executive Session concluded & reconvened at 4:43pm.

Agenda Item #13:

Motion Approve a 3% salary increase for all employees and authorize the Executive Director to implement salary adjustments in accordance with the manager's recommendations, employee evaluations, longevity, and the approved pay-scale guidelines. The motion also included providing employee bonuses as discussed during Executive Session.

Verbal votes: Manske: Yes, Lawson: Yes, Beck: Yes. Motion carries unanimously.

Agenda Item #14.

Facility Manager, Joe Hall, presented monthly facility report. Discussion included:

Discussion included:

- Meeting with Canadian County Emergency Management to begin development of a comprehensive emergency operations plan for the Expo Center.
- Completion of annual inspections, including fire systems, monitoring systems, septic systems, and other routine maintenance items.
- Upcoming five-year pressure testing of the fire suppression system.

- Lighting repairs remain under review. One quote totaling approximately $34,000 has been received, and additional quotes will be obtained before bringing the project to the Board.
- Progress on the sale ring renovation was reported, with approximately 90% of the welding completed. Decking is the next phase, followed by evaluation of rubber flooring options, including potential sponsorship opportunities.

The Executive Director gave reports including:

- A recent health department inspection identified several items requiring correction, including cleaning schedules, food storage requirements, ice machine maintenance, and vent hood cleaning.
- Staff is addressing all inspection findings, and future concession agreements will include responsibility for maintaining health code compliance.
- The Executive Director presented the monthly operations and events report.
- Business development updates included:
- New event inquiries for a pickleball event, fall car show, intercollegiate horse show, and additional cornhole tournaments.
- The Cornhole Association has scheduled another tournament following its June event.
- Financial updates included:
- Two outstanding invoices remain from the Oklahoma State Hereford Association and the Mini Hereford Association. Staff reported no concerns regarding payment.
- Upcoming events include:
    - MMA Cage Fight
    - Scissortail Dog Agility
    - Team Roping
    - Cornhole Tournament
    - Circus

The Executive Director also presented:

- The public-facing schedule for the upcoming Canadian County Fair.
- Updates on the fair book, which has been submitted for printing and is being converted into an interactive digital version with hyperlinks.
- Increased public engagement through social media promotion of the fair schedule.
- Addition of the Route 66 Classic Cattle Show as an open, climate-controlled event during the county fair to increase participation and economic impact.
- Plans to update the agreement between the Expo Authority and the Fair Board based on recommendations from the auditor and legal counsel.

Agenda Item #15.
No new business.

Agenda Item #16. There being no further business before the Board, Tomas Manske adjourned the meeting at 4:55p.m.

Respectfully submitted,

Dani Adams
Secretary

Approved by,

Tomas Manske
Trustee Chair