CANADIAN COUNTY
EXPO
AUTHORITY

NOTICE OF REGULARLY SCHEDULED MEETING OF THE CANADIAN COUNTY EXPO AUTHORITY

Date: Thursday, September 10, 2026
Time: 3:00p.m.
Place: Canadian County Expo Center Conference Room 3001 Jensen Road E., El Reno OK 73036

1. Call meeting to order.
2. Trustee Roll Call._
3. Discussion, consideration, and possible action to select an interim Board Secretary.
4. Discussion, consideration, action, and/or possible amendment concerning the minutes of the Regular Meeting held on August 13, 2026.
5. Presentation and discussion from Marie Hirst, regarding the 4H Garden Club.
6. Discussion, consideration, action, and/or possible amendments concerning billboard and/or LED signage proposal from Metro Signs.
7. Financial presentation from CCEA accountant BHB Financial Services, LLC.
8. Discussion, consideration, action, and/or possible amendment regarding the "Letter of Agreement" with UPT Productions, Inc. UPT Productions, Inc. provides labor crews utilized for event preparation, setup, and teardown during periods of increased activity.
9. Discussion, consideration, action, and/or possible amendment regarding upgrading our subscription to Planning Pod to their Venue 500 plan.
10. Discussion, Consideration, Action, and/or Possible Amendment Concerning a Resolution Approving an Amendment to Article IV of the Trust Indenture, Specifically to Increase the Number of Seats on the Canadian County Expo Authority Board from Five (5) to Seven (7)
11. Discussion, consideration, action, and/or possible amendments concerning nominations for the additional Board seats, pending approval of agenda item eight (8).
12. Discussion, consideration, action, and/or possible amendment concerning revisions to the Canadian County Expo Authority Use Policy.
13. Discussion, consideration, and possible action concerning approval of an interim music license for live music attractions.
14. Discussion and possible action to enter Executive Session pursuant to 25 O.S. § 307(B)(1) of the Open Meetings Act for discussion of the employment, hiring, firing, appointment, promotion, demotion, disciplining or resignation of the following:
    - Executive Director
    - Facility Manager
    - Client Engagement Coordinator
    - Finance and Payroll Coordinator
    - Lead Event Tech
    - Event Techs

- Janitorial Tech

15. Discussion and possible vote to reconvene into open session.
16. Discussion, consideration, and possible action concerning the staff structure discussed in Executive Session.
17. Discussion, consideration, and possible action concerning the 2027 benefits structure discussed in Executive Session.
18. Discussion, consideration, and possible action concerning an amendment to the fiscal year 2026-2027 budget.
19. Discussion, consideration, and possible action to approve an amendment to the Canadian County Expo Authority Employee Handbook establishing employment classifications, eligibility requirements, compensation, benefits, leave, scheduling, and other policies applicable to part-time employees.
20. Discussion, consideration, action, and/or possible amendments regarding the upcoming Heartland Harvest Farm and Ranch show, including but not limited to;
    a. Budget
    b. Vendors
    c. Entertainment
    d. Welding Rodeo
    e. Equipment Rodeo
    f. OK Wine, Brew & BBQ
21. Presentation of monthly facility updates from the Executive Director, with discussion as necessary:
    A. Event& Lead Reports
    B. Facility Report
    C. Executive Director Report
22. New Business
23. Adjournment

This is to certify that in conformity with the Oklahoma Open Meetings Act a true and correct copy of the above and foregoing notice was posted at the place of the meeting at __AM/PM on the _ day of __ 2026. A true and correct copy of such Notice was filed in the office of the County Clerk as required by law.

Mandy Davis

Mandy Davis, Exec. Director

Date: 9/9/26

The Canadian County Expo Authority encourages participation from the public. If participation at any public meeting is not possible due to a disability, notification to the Canadian County Expo Authority at (405) 422-5400 at least 48 hours prior to the scheduled meeting is encouraged to make necessary accommodations. The Canadian County Expo Authority may waive the 48-hour rule if interpreters for the deaf (signing) are not the necessary accommodation. Items added to the agenda are underlined.