

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
X Action

FROM (DEPT/ DIVISION): Fair

SUBJECT: Travel Expenses

<p>Background: The expenses for attending the Oregon Fairs Association conference in Redmond, October 17 to 20, 2024, are before the Board for review and approval. Lodging - \$2,292.80 Mileage - \$1,149.72 Meals - \$540 (to be reimbursed) Conference Registration - \$2,310</p>	<p>Requested Action: Approve payment of expenses for Fair Manager/Fair Board travel to and attendance at Oregon Fairs Association Conference in Redmond in the amount of \$6,292.52</p>
--	---

ATTACHMENTS:

Date: (10/16/24) Submitted By: Fair Manager Angie McNalley

*****For Internal Use Only*****

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: November 6, 2024

Action taken:

Follow-up: