

**Teton County Fair Board  
Regular Meeting Agenda  
Fair Office – 305 West Snow King Ave  
Monday, April 9, 2018 – 5:30p.m.**

*PLEASE SILENCE ELECTRONIC DEVICES DURING THE MEETING*

**I. CALL TO ORDER**

A. Emily called the meeting to order at 5:39 pm

**II. PRONOUNCEMENT OF QUORUM**

A. Emily Beardsley, Gary Hardeman, Thomas Smits, Peter Long, Lauren Long, and Amy Wilson present

**III. APPROVAL OF MINUTES** for meeting dated March 12th, 2018

A. Motion to approve minutes made by Thomas Smits. Seconded by Peter Long. All in Favor.  
Passes unanimously.

**IV. PUBLIC COMMENT**

None.

All (0 mins)

**V. UNFINISHED BUSINESS**

All (20 mins)

a. Volunteer Dinner and Fair Layout (4H/Lions Club)

- i. Lauren got in contact with Lions Club but the guy in charge has been traveling. Lauren, Amy and the Lions Club need to meet to discuss details regarding timing and food. Gary says whatever the lions club needs we will move the schedule around to accommodate them. Kathy Clay is good with the fair layout. Lions club may need an estimated number of how much to cook beforehand so as not to waste food like last year. Amy (4H representative) has talked with the livestock committee regarding timing for Lion's Club Dinner. Traditionally 4H have started the auction at 4pm. They are considering breaking tradition and starting an hour later. It is difficult to get buyers to stay after they have made their purchase. Last year there was an issue with the lion's club making too much food and it went to waste. It was frustrating for the Lions club as well as 4H who paid for meals. They discuss changing what is given to 4H kids, for example giving volunteers and buyers a night event ticket instead of a free meal. The idea is to thank the buyers. Ninja volunteers were definitely needed they could not pull them away to give them a free meal. Emily says it may be best to have the 4H, lions club and Lauren meet to discuss the logistics of the free dinner. There is a regulation that food is not allowed in the heritage arena while there are livestock in there. 4H is thinking about having a tent right outside the heritage arena for food. Emily suggests waiting until 4H has decided exactly what they are going to do. Having the auction outside would not be a great idea. Setting up a tent on Friday and taking it down Friday night will not be cheap. It would be sunny and uncomfortable. Thomas and Peter say it may be nice to be outside and it would be close to the vendors. Steer show will be out in the grassy arena where all the vendors are if the 4H would like to go that route. There is plenty of space for it. There will be alleys for the beef show. The board decides to wait until 4H meets with Lion's club to determine a schedule.

- b. Trash Haulers
  - i. Lauren is waiting to hear back regarding which company to utilize for trash removal during fair.

## **VI. NEW BUSINESS**

ALL (60 mins)

- a. Review Rodeo Proposals
  - i. Got one proposal for fair rodeo from the Wilson's (JH Rodeo). Seems comparable to previous years. The proposal is \$1500 over budget, but the Fair needs a rodeo. Gary motions to accept the contract for the rodeo by JH Rodeo. Thomas seconds the motion. Emily asks if there is any discussion. Peter questions if it is necessary to have a large animal vet. They say it is necessary. All in favor. Passes unanimously.
- b. Review Graphic Designer Updated Proposal
  - i. No 2018 Brochure – Emily lets the board know that they decided it would be best to get rid of the brochures since we will be having a fair book. It will save money on printing and mailing. The fair book will be distributed to local businesses. Emily suggests that fair board members hand out Fair Books to concierges around the valley as well.
  - ii. Fair Book Update – JH News & Guide will just be printing the fair book. We will be having Michelle do the layout and get in the ads. The editorial will be an extra charge, so we can get a proposal from JH News and Guide. Marybeth knows someone who would volunteer to write an editorial for us. Emily suggests getting quotes from people to write articles in the Fair Book.
  - iii. The Fair Board has not received a revised proposal from lily pad graphic design yet with the changes discussed.
- c. Sponsorships Update
  - i. We are currently at \$10,600 we are a third of the way to our goal of \$30,000. Emily has reached out to people and they have not gotten back to her. Gary has reached out as well has not gotten anything.
- d. Vendor Updates
  - i. In the vendor rules that there can only be 2 vendors per each food division. La Casita Mexican food was the 3<sup>rd</sup> Mexican vendor and staff did not accept the application. Liz asked the Fair Board if they could make an exception and accept his application. Gary makes a motion that we accept all vendors. Thomas seconds. Emily asks if there is any discussion the fair board says if we ever get to the point that there is overflow then we can reject vendors. All in favor. Passes unanimously. Should we let the other vendors know that we have changed the rules to accommodate any vendors? The board would like staff to email vendors that we have changed the rules.
- e. Slow food and People's Market Booths
  - i. Peter suggested that we give Slow Food and People's Market vendor booths to generate a bigger crowd for fair. Peter reached out to them to see if they would like a vendor booth and to see if they would be interested in doing a cooking class under the big top. Scott Steen and Peter will be meeting April 11<sup>th</sup> to discuss. The board discusses areas they could be set up. The Board could set them up over by the street. Or they could just still use the Exhibit hall and parking lot. Or they could set up in the grassy arena. Or a line in the parking lot from the street to the

office. If we put them in the parking lot, we lose a lot of parking. Gary says we should put them in the street since it will be blocked off. Thomas says we will just try to accommodate them if they would like to be apart of fair. The board says this could bring more people to fair.

- f. Fair Board night event assignments
  - i. Volunteer and vendor coordination – Lauren would like to know how they would like to handle the night events. Emily says all hands-on deck rather than appointing one fair board per event. Gary agrees all hands-on deck is the best way to go. Emily suggests a 5 o'clock check in before each event to make sure everyone is doing what they are supposed to do. Peter suggests 2 people responsible per event and a check in, creating an all hands-on deck scenario. Gary says figure 8 night is the hardest night everyone needs to be there to help. Gary says we will need to change the figure 8 rules and increase the entry fee to \$150 when the time is right. Fair has a huge excel sheet with every volunteer slot covered. Tracy's old excel sheet was really good. Need to make everyone responsible per event. 2 People per event. Staff can get spreadsheets together for to-do's.
- g. Discuss selection of announcers
  - i. Pig Wrestling – Jeff Moran did it last year it would be nice to have him again. Thomas would like to know if it is in the budget to get an announcer.
  - ii. Ninja – Will table discussion.
  - iii. Figure 8s – Will table Discussion until budget is determined.

## VII. SPECIAL COMMITTEES

### UPDATE

ALL (20 mins)

- a. Exhibit Hall (**Marybeth**)
- b. Free Acts (**Board**)
- c. Queen – Claire has resigned, and the board has not responded. The board needs to respond to thank her for her time being apart of the rodeo royalty. There are 23 counties in the state and only about 6 or 7 counties go to Douglas to compete. Gary wants to know if the program is even necessary. It is hard for high schoolers to be a queen and do rodeo at the same time. The board decides it would be best to keep the program. The board decides to get in contact with Claire and thank her for being queen. Thomas says they need to make a date for court. Right around fair in July may be a good time to do it since there will be less scheduling conflicts for the kids. The board discusses talking to the parents first. Lauren suggests it may be a good idea to just make a date and let them know. Not giving them an option and setting a meeting for discussion is the best route to take. First Saturday of fair may be a good day. Gary motions to have it July 21<sup>st</sup>, 2018. Thomas seconds the motion. Emily asks if there is any discussion wanted to know if the exhibit hall would be available for that. The exhibit hall is available. All in favor. Passes unanimously.
- d. Horse Show (**Marybeth**)
- e. Scholarship (**Gary and Peter**)
  - i. Only had 1 candidate Emily Mahood and she got the scholarship. Scholarship night is Monday April 23<sup>rd</sup> 6:30 in the auditorium at the High School. Need a fair board member to reside at the meeting. Thomas and Gary will go to Scholarship

night. Staff will email and call them to remind Gary and Thomas to go to scholarship night.

f. Concert **(Peter)**

- i. The concert is all set up and ready to go. We have secured a contract for the free concert and the opening act. The board would like to announce the concert on April 25<sup>th</sup>. Need to get a press release set up for Billy Kirk to announce the concert as well.

**VIII. MATTERS/ANNOUNCEMENTS FROM BOARD AND STAFF**

ALL (5 min)

- a. Fair & Fairgrounds Manager Position Update
  - i. Rachel Grimes will be starting April 23<sup>rd</sup> to be the new Fair Manager.
- b. Board Vacancy Update
  - i. Still need 2 board members.
- c. 4H needs to know the budget. We budgeted \$15,000 for 4H it will go to the commissioners in May for approval.

**IX. ADJOURNMENT**

- a. Gary motions to adjourn 7:19 pm.