

**Teton County Fair Board
Regular Meeting Agenda
Fair Office – 305 West Snow King Ave
Monday May 14, 2018 – 5:30p.m.**

PLEASE SILENCE ELECTRONIC DEVICES DURING THE MEETING

I. CALL TO ORDER

II. Emily Called the meeting to order at 5:31 pm.

III. PRONOUNCEMENT OF QUORUM

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

IV. APPROVAL OF MINUTES for meeting dated April 9th, 2018

A. Motion to approve the minutes. All in favor. Passes unanimously.

V. PUBLIC COMMENT

VI.

All (3-5 mins)

A. Lions Club – Michael Schrotz and his associate who oversees the Lion’s club tent and operations at fair were present. They wanted to hear the final decision regarding the location of the Lion’s club tent as well as the exhibit hall. Marybeth motions to move the agenda up to discuss the layout and Livestock Sale. Gary seconds the motion.

VII. UNFINISHED BUSINESS

All (20 mins)

a. 4-H

i. Livestock Sale, Friday @ 5pm in Heritage

1. Amy confirms that 4H will be changing the time of the Livestock sale from 6pm to 5pm. The reception will be at 4pm and the livestock sale will be at 5pm. 4H will not be doing the dinner they have done for buyers in years previous. Instead 4H will be doing breakfast tickets for the weekend. Instead of 2 dinner tickets they will get 2 breakfast tickets. This is beneficial to lion’s club, so they will not have to make more dinner. Buyers decide what weekend day they would like to eat their breakfast.

ii. Fair Layout/Exhibit Hall

1. Michael from lion’s tent wanted to make sure that he had access to the tent and that his parking would not be affected if we moved the exhibit hall into the pavilion. Cleaning after night events have been an issue with people using their chairs, tables and leaving trash around. Gary shows Michael exactly where is tent will be and what access he will have. Gary says the fair board will do what ever it takes to help them out. Fence will be moved a bit closer to the lion’s club tent mostly for the horse show. The horse show will be in the grassy arena while they are in the tent as well. They show Michael exactly where all the different stages will be on certain days of the fair. Gary says the exhibit hall needs to move eventually so we should start this year. Lion’s Club will still have access to their tent. They usually start setting up on Sunday. We still have not scheduled when we will be putting up their tent, they would prefer Monday. Lion’s club and Gary will spray paint exactly where they want the corner of the tent. Also, what the size of the tent and what they need for their trailer. Historically the big top goes up on Tuesday.

2. Emily introduces the new fair manager, Rachel Grimes to the fair board and Bob Lentz. Fair Board members must decide officially whether to use the existing exhibit hall or to use a tent and material wall panels in the pavilion. The fair maintenance man put up the panels for them to see what condition they are in. Fair Board goes outside to see the condition of the old wall panels. The board

would not like to use the wall panels as they are dirty and in terrible condition. Although they still would like to proceed with the tent. Emily asks if it is in the budget for a tent. Thomas says there is no reason to move the exhibit hall. We don't need to spend that money for a tent. Amy addresses 4H concerns regarding showing products and things getting dusty. They don't have time to redecorate them if they get ruined before state fair. Amy says she would still like to use the exhibit hall for 4H even if the fair board decides to move it. Thomas raises the question why not use the existing exhibit hall if it is available. Emily says any money they can save will help. Lauren brings up what the flooring will be to stop dust. The Board does not have any money in the budget to purchase such flooring. Regarding a food permit they may need a real floor in order to get a permit. Amy mentions we need shelves too. It may be a better idea to wait until the firefighters have built the temporary firehouse. Thomas motions to keep the exhibit hall at the existing fair building. Marybeth seconds the motion. Gary says he is not beyond putting a tent in the tennis courts, but Lauren says Parks & Rec will have to approve that and the fair board needs to decide now. Thomas asks if we could have paintball near the fair building. Peter says we should try to keep everything concentrated. Rachel brings up the point of security and paying for 24/7 security vs being able to lock up the building. If we use the exhibit hall the board will save \$7000 in security. Emily asks if the board is in favor of keeping the exhibit hall at the fair building. All in favor. Passes unanimously.

3. Now that the tent location has been decided the Fair Board needs to figure out what date the tent is going to be set up. The lions club will need their chairs and tables available the night after night events. They don't get cleaned up very well.
4. The train and fish pond could be at the grassy area near the fair building.
5. Amy provides a spreadsheet of what all is expected from Fair Board for 4H.
6. Livestock committee was wondering if the exhaust fan in the heritage arena was going to be fixed because during fair when the livestock are held in there at night there is a strong ammonia smell at night. She would like to propose tying steers out at night instead of in the heritage arena. To the west of the heritage arena in the fenced in area. Fair Board says it is up to 4H to decide, but they think it is a good idea.
7. Auction is at 5 and reception at 4. Beef show will be in the heritage area at 9. The Showman ship and trail class will still be on Tuesday in the grassy arena. Big top tent should go up Monday.
8. 4H would like to discuss the budget. They receive \$15,000 for 4H the commissioners still need to vote on it to get approved and they will know in June.
9. She would like to know who buys the ribbons and if we have hotel room reservations. Fair staff does have that information.
10. Fair premiums come out of a specific account in years past. Last year those premiums for 4H came out of their overall budget. 4H premiums came to about \$4000, Amy needs to figure out what exactly comes out of there. Amy says between hotels, premiums, state fair and judges it will take up her budget. Some things were not in the correct account last year. Lauren fixed those and will resend the general ledger to Amy. Amy would like to know why 4H is paying for Teton county fair premiums, the board must pay for that. 4H paid 4000 in premiums and this year they have more kids which will mean more money. Gary says we need to reallocate money for 4H. We did just save \$7000 in security, so we may be able to help them out. Gary would like to know if this is in the bylaws to help 4H money wise.

11. The Fair board looks at the premium line item budgeted line item. They wonder how we spend so much money to winners of the night events. Fair board would like to see a breakdown of premiums from years past. Staff will provide that information.

b. Volunteer Dinner Trash Haulers, Teton & West bank

c. Teton County Fair asked Teton trash if they would like to do an in-kind sponsorship. Teton trash removal did not want to participate. Gary motions to use west bank sanitation for their trash removal company. All in favor. Passes unanimously.

VIII. NEW BUSINESS

ALL (60 mins)

a. Fair Budget YTD

i. Peter shows the board how they stand financially. They discuss beer sells vs buying beer. The board pays for beer and supplies after making money we do give 12% of earnings to the rotary club. Commission was not accounted for last year. Photography money has been reallocated for Kevin Campbell and his Cattle expense. The board is doing well to save money. We can also give 4H more money as they look closer at the budget. We don't need uniforms as well. Hopefully potentially paying figure 8 counters with savings since it is a tough job. JH News & Guide line item. Update on how the money will be spent. They sent us an amount of \$3840 we are still waiting to hear back of how much the designer fee will cost.

b. Figure "8s"

i. Rules

1. Fair board would like to update the rules and make sure things are outlined correctly for the public. The board reads every line item and revises. The first rule Gary would like to add \$100 contesting fee. Marybeth says they must have a hundred-dollar bill when they come up to the crow's nest to contest. Peter suggests having only 1 winner for best painted car. They agree to change that to save money in premiums. Gary says no foam! No additional urethane foam; stock foam only. Rachel would like to know who does the inspections, scotty does it. Finish 10 runs and create smaller berms. Any protest or complaint will be taken to the field judges. Any complaint must be made with \$100 in USD cash if a judgement is awarded in favor of the contestant the 100 will be reinstated to the contester; if judgement is awarded in favor of the judges they will not be reimbursed the \$100. Protests can only be made by drivers and pit crew members only. Booyah! Gary motions to accept the rules as they are revised. All in favors passes unanimously.

ii. Volunteers

1. Are Scotty and Syd still available to come back to help out again this year? We need to make sure we get the counters right and let the race run. Everyone needs to go 10 runs no matter what. Counters need to have a meeting and they need to learn a good process. Emily suggest having board members shadow the crucial volunteers in the event they do not volunteer in the future.

iii. Track – Sam TOJ

1. He is going to make the track.

iv. Board Shadow Scotty & Syd

1. Let's definitely do it.

c. Sponsorship Update

i. Looking good still need sponsors. Up to \$24,000

d. Vendor Updates

i. Please try to keep food on one side and merchandise on the other side. Grateful for getting rid of the wooden booths. 10 feet from fence in case of explosion.

ii. Good Samaritan Mission

1. Annual users and have always been in a specific area. They will not be able to continue using that area this year. Gary volunteered to let Georgia Ligori know of the new arrangement.
- e. Ticket & Beer Sales Updates
 - i. 2 night minimum for \$500 donation? Kiwanis can only sell one night. Rachel brought it to the attention of the Board that we should only pay the Kiwanis half of the amount usually given since they will not be working 2 nights. Rachel is wondering how to go about letting them know. Marybeth suggests letting them know up front that we will be looking for other groups to do those 2 nights in a row and that if we do find someone else then the Kiwanis will no longer be needed. Gary suggests search and rescue to sell tickets. Ambulance group may be able to sell tickets. May be a good idea to see if a group can definitely do 2 nights and if not we will pay them less.
 - f. Announcements & Anthem Singers
 - i. Jeff Moran can definitely do the announcing for \$500 a night. Marybeth motions to have Jeff Moran announce for Pig Wrestling, Ninja and Figure 8s. All in favor. Passes unanimously.
 - g. Advertising/Fair Book
 - i. Regarding printing add. Wrangler Horse show and Teton Media Works recommended from staff. Gary motions to go with wrangler and Teton Media works. Marybeth seconds. What is the readership of the wrangler? 21,000 digital readers. All in favor. Passes unanimously.
 - ii. Radio ads. WPR may be a good bet. Gary suggests splitting it down the middle with rich broadcasting. Would like to much pandora ads are.
 - h. 2019 Fair & Rodeo Royalty Pageant
 - i. Set Dates – Need to change the date from July 21st due to horse show. The board would like to schedule it August 11th. Pageant Friday night the 10th and horsemanship on august 11th then get crowned at rodeo that night. Marybeth motions to have the Pageant on Friday August 10th and horsemanship and crowning on August 11th. All in favor. Passes unanimously.

IX. SPECIAL COMMITTEES UPDATE

ALL (20 mins)

- a. Exhibit Hall (**Marybeth**)
 - i. Moved back!
- b. Free Acts (**Board**)
 - i. Robotics would be a good act. Staff will get in contact with them.
- c. Queen
 - i. Rescheduled pageant
- d. Horse Show (**Marybeth**)
 - i. All good.
- e. Scholarship (**Gary and Peter**)
 - i. Went great!
- f. Concert (**Peter**)
 - i. Changed design for poster. Need to let her know what sponsors to put on the posters as well. Announcement went well.

X. MATTERS/ANNOUNCEMENTS FROM BOARD AND STAFF

ALL (5 min)

- a. Board Vacancy Update
 - i. Still vacant. Keep in mind to be on the lookout for potential board members while at fair.
- b. Fire Station 1 Update
 - i. Approved for construction, they would like to get in earlier than august 1st. But the fair board will try to keep August 1st the first date of construction in order to alleviate trouble during fair week.

XI. ADJOURN

- a. Gary motions to adjourn at 8:14 pm.