



**Teton County Fair Board  
Regular Meeting Minutes  
Fair Office – 305 W. Snow King Ave  
Monday July 8<sup>th</sup>, 2019 @ 5:30PM**

***\*Please leave your cell phones at the front desk. \****

*Mission: The mission of the TCFB is to produce an exceptional fair and administer the year-round use of the fairgrounds while promoting the western heritage; uniting urban and rural communities in celebration.*

*Vision: The TCFB's vision is to actively engage in the pursuit and promotion of our rural and agricultural heritage, from neighborhood back yards to family farms and local businesses.*

- I. Call to Order  
Marybeth called the meeting to order at 5:34PM.
- II. Roll Call/Pronouncement of a Quorum  
PRESENT: Marybeth, Peter, Matt, Emily & Amy  
LATE: Gary Hardeman  
ABSENT: Thomas Smits  
ADDITIONAL ATTENDEES: Sarah Mann, Judi Nickell, Trista Hiltbrunner, Carol Petersen, Hadley Adkins, Rachel Grimes, Glenn Owings
- III. Adopt Agenda  
Matt motions to amend the agenda, moving item #15.3 under item #15.5. Emily seconds the motion. All in favor, no discussion.
- IV. Approval of June 10<sup>th</sup> Meeting Minutes  
Matt motions to approve the June 10<sup>th</sup> meeting minutes as written. Emily seconds the motion. All in favor, no discussion.
- V. Public Comment  
No one present.

**ACTION ITEMS**

- VI. New Business
  - a. Fencing off Grassy Arena  
Needs be done 2 weeks prior to Fair/Food Vendor setup (Wednesday July 24<sup>th</sup>). FO staff will make signage “Please NO ANIMALS on the grass.”  
Fencing off July 9<sup>th</sup> at 5:30PM. Matt, MB & Gary will be there. Rachel will be attending a 4-H council meeting to answer questions about Fair. Matt suggests “per health inspector” on signs. Fair Board needs staple guns, twine, and zip ties to put up fencing.
  - b. Fair Rodeo Structure, Rules & Payout  
\*\*\*Casey Riggs, R and R Rodeo, is on speaker phone for the discussion.
    - i. Slack as qualifier for Perf or keep the same as last year?  
Fair Board voted previously to have slack be the qualifier for the performance to improve the quality of the show. Emily suggests that given the timeframe and the fact that the Fair Book has gone out, the Fair Board should not make any changes. In other words, go with what is in the book. Carol agrees with

Emily that it's too late to make changes. The Fair Rodeo rules have not been posted, nor are they are not in the Fair Book. We can make any changes that we need to now and work hard to make them available through all outlets. Contestants will be handed rules as they pay entry fees. It is the contestant's responsibility to know the rules.

- ii. How many contestants move onto Perf?  
Since the format isn't changing, the Fair Board doesn't have to make a decision on this now.
- iii. Rules – barrel racing, #8 team roping (in show and capped), Tie Down Roping (age limit – 18 & over)  
Barrel Racing – one person can run one horse. Trista can inform contestants as they enter.  
#8 Team Roping is capped, as written in the rules by Emily. Team Ropers may be asked to show cards when they pay their entry fees. Team Ropers can enter 2x in the #8, #10 and Open ropings; the Parent/Child won't count against these other entries. Contestants can rope with both parents but can't switch ends.  
Tie Down Roping – jerk line rule, as per the PRCA rule book.  
Contestants can be any age.
- iv. Winners take a victory lap after event; R&R will provide a horse?  
Casey says he can provide a horse but can't guarantee it won't buck. A horse would be needed for rough stock riders. Not all winners will be at the show on Saturday. Barrel Racers won't ride their barrel horse on a victory lap. Could take too much time. The bigger conversation is, how do we publicly announce the winners? This didn't happen last year and we got a lot of complaints. Need to make an announcement at the very least. Carol suggests announcing winners after the event following the event they won. Fair Board & Royalty can be in one spot to have pictures taken with winners.
- v. Payout (pay both nights or just one?) & Added Money  
We will have One payout since Monday Slack is not a qualifier and will present #8 buckle at Saturday night Rodeo.

ADDED EVENT: Casey offered to bring pony broncs at no extra cost. He thinks it will bring more contestants to the Fair Rodeo. Fair Board will need the rules for this event to add into Fair Rodeo rules. Casey will email a set of rules to Rachel.

Amy motions to keep rodeo formatted as it's listed in the Fair Book with the following changes to rules:

Barrel Racing – one person can run one horse.

#8 & #10 Team Roping are capped, as written in the rules by Emily.

Tie Down Roping – jerk line rule, as per the PRCA rule book.

Contestants can be any age. Marybeth seconds the motion. All in favor,

with some discussion: Rachel asks if it's too late to add #8 to the show? Yes, it's not a big deal to add the #8 in the show. Amy amends her motion to include 4 or 5 - #8 teams in the show. Marybeth seconds the motion.

More discussion: Casey says that is not in the contract that #8 is in the show, but that he is willing to accommodate it. Carol suggests having 15 teams total between #8, #10, Open, and Parent/Child. Casey says that is fine. All in favor, no more discussion.

Casey recommends sanctioning or co-sanctioning with IMPRA or some other rodeo association for rules. It would make it easier on the Fair Board because the rules would already be in place and we could add to them instead of trying to make our own.

- c. Night Event Vendors (Pinky G's & MoJoe's confirmed, Mo Joe's – Monday, Thursday, Friday, Saturday, Sunday  
Vendor subcommittee agreed to let TBRA have the first weekend of Fair, plus Monday & Tuesday. Rachel will update MoJoe's contract and let them know that Monday is off the table.  
Pinky G's – Friday, Saturday, Sunday  
JH Pop – only available Sunday night. The Fair Board wants a bigger commitment, at least 3 nights. No go; Rachel will let them know and also informs the Fair Board that there is another kettle corn vendor interested. Any vendor in the Rodeo Arena must be fully enclosed as per the Health Department. Rachel is just waiting for these vendors to return signed contracts.
- d. Exhibit Hall decorating, coordinate w/ 4-H on Thursday July 18<sup>th</sup> @ 5:30PM  
Need old hats, boots and ropes. Need butcher paper – will order online. In the past there has been a lot of separation in the decorations between the Open Class and 4-H exhibits. This year we'd like a more cohesive look. Want to carry the theme through with gem tones with Christmas lights, Mardi Gras beads, paint boots with metallic colors etc. Any other ideas? Construction will begin prepping early next week, then Margarito will clean, before we get in there to decorate. Matt, Rachel, and Glenn will discuss decorations later.
- e. Pre-Fair walk-through w/ Rodeo Concessionaire  
Roxanne from TOJ should be there; Rachel will email her to see when she's available. Aim for Monday morning, July 22<sup>nd</sup>.
- f. Sell more tickets to Figure 8s (2600 instead of 2500)  
Matt motions to sell 2600 tickets to Figure 8s.  
The known capacity of the Rodeo Arena is 2500. How did that number come about? Alyssa says that capacity was determined at the time the facility was built. We could look back in historic records and find that information. Fair Board agrees to keep ticket sales at 2500 for this year and look into occupancy for next Fair.

There is no second. The motion dies.

g. Comp tickets for Fair Board (75 - Pig & Ninja, 50-Rodeo, 10-Figure 8s)

Alyssa says that there is a state statute that any gift over \$250 cannot be accepted by a County employee or volunteer board member. Under \$250 can be accepted. And on that note, the Fair Board can't give anything away without receiving something in return. With regard to the Fair Board giving out comp tickets, Alyssa suggests that the Fair Board funnel comp tickets through Rachel/Fair Office. In other words, if Fair Board members want someone to receive a comp ticket, they should let Rachel know who they are and then send them to the Fair Office for tickets.

The Fair Board would prefer to personally hand out comp tickets and they are happy to keep a personal log of who they give tickets to, how many and why.

Will be easier for Fair Office to pre-print a set number of tickets for each Fair Board member. If a Fair Board member doesn't end up handing out all their tickets, they can just be returned to the Fair Office.

Emily makes a motion that each Fair Board member receive 20 comp tickets for each night event, including Pig Wrestling, JH Ninja Warrior, and Fair Rodeo, and excluding Figure 8 Races. Each Fair Board member is responsible for keeping a personal log of who they give tickets to. Marybeth seconds the motion. All in favor, no discussion.

h. Fair Board RV Camping

Amy asked to put this subject on the agenda because she thinks the Fair Board should have designated camping spots. Rachel would like the Fair Board to also consider adding a few spots for staff. The question is where? Gary suggests parking over by tennis courts and near the power panel. 4-H RV spots sell out and reservations begin on July 15<sup>th</sup> (there are 35 spots). Gary makes a motion to designate 7 RV spots for the Fair Board. Matt amends the motion to include Fairgrounds staff. Amy seconds the motion. All in favor, some discussion: our parking lot striper will be here at the end of the week and Rachel will have him mark the spots.

i. Fair Press Passes

Kristen is the new County PIO and should definitely get a pass. She wants to help with posting on Fair social media outlets and take a lot of photos. Emily suggests mimicking what was given out last year. Set qualification – recipients must have over “x” number of followers? Should we draft up an agreement to define the expectations for press pass recipients...post “x” number of photos a day and will give us “x” number of photos for future promotional use. Peter says it makes more sense for the influencers to only have a Night Event pass, not a weekly pass because they may only be available one evening and not for the entire week.

MB makes a motion to make 3 weekly passes for JH News & Guide, 2 weekly passes for Buckrail and 10 to check out at the discretion of the Fair Board or Fair Office staff. Amy seconds the motion. All in favor, some discussion: Alyssa asks if this applies to the Figure 8 Races also. The Fair Board says yes. Make a check out sheet for checking out press passes.

j. Schedule a Special Meeting before Fair?

Yes, we need to go over the Fair Board sign-up sheets. Beer distributors providing cups and wristbands. Best option on Monday July 15<sup>th</sup> 5:30PM.

Rachel asks Gary if the trout delivery man gets a check when he dumps the fish; Gary says yes. Rachel says we need to get a signed voucher from Cody, WY Trout Ranch. Let Rachel know what needs to be discussed and she will make an agenda. Currently, only have Fair Board sign-up sheet.

k. Old Business

l.

### DISCUSSION ITEMS

VII. R and R Rodeo representative, Jim Barker

VIII. Fair Rodeo supplemental announcer

Fair Rodeo announcers, Tyler Viles and Richie Maher are not available. What about Rex Hansen or Cache Crane? Find contact numbers and extend an invite.

IX. National Anthem singers

We still need someone for Pig Wrestling on Thursday; Amy recommends Jordan Lutz. Rachel will ask Deb. Alexandra Gingery is singing at Ninja; Bella Gwilliam is singing at Fair Rodeo; Adrienne Coca is singing at Figure 8 Races.

X. Updates on Fair Entries & Ticket Sales

a. Frazier Shows is selling Mega Passes online through Innovative Ticketing Rachel spoke with a representative and they ensured her that we will get a cut of the entire Mega Pass sales, including online sales. They did offer to take the online sales down if the Fair Board would like them to and were very apologetic. Mega Passes are largely sold to the local Hispanic community and they know to come to the Fair Office to buy them. The only folks who may purchase them online are visitors.

We do not have any youth entries for Ninja yet and only 10 adults have signed up. We have 60 total spaces available. How can we promote in the next 2 weeks to drum up more entries? Send an email out through JH Chamber blast, post on Facebook, hang more posters? Would have to ask Michelle to print more. Rack cards will be out soon for distribution. Focus on Fair Rodeo ad in JH N&G this week, do Ninja 'call for entry' next week.

Pig Wrestling is close to being full. Figure 8s are full w/ a 5-person waitlist.

XI. Updates on Fair Advertising

a. Fair Books, distribution

There are a lot of books in the office that need to be distributed!!!

b. Posters & Rack Cards, hotel concierge

Rack cards should be here in a few days.

- c. JH News & Guide schedule, started June 27<sup>th</sup>  
Running ads every week, switching content out with the same design look
  - d. The Wrangler - June 5<sup>th</sup>, June 20<sup>th</sup>, & July 5<sup>th</sup>  
Highlighted Fair Rodeo & Horse Show events
  - e. JH Radio - July 15<sup>th</sup> & 16<sup>th</sup> @ 10:30AM  
Schedule Fair Board interviews w/ Del Ray  
Marybeth available Monday; Matt available Tuesday; Amy unavailable both days; Peter, Emily and Gary will let Rachel know.
- XII. Jackson Hole PBR, July 15 & 16
- a. VIP tickets for each Fair Board member, valued at \$265. Fair Board cannot accept the gift due to State statute. Rachel will ask Ersin for GA tickets, valued at \$55.
  - b. Fence on Grassy – PBR plans to have their VIP tent there again. Fair Board needs to put up fence July 9<sup>th</sup> as per Health Department.
  - c. Fair Board booth?  
Cannot man a booth this close to Fair.
- XIII. YTD Budget  
Treasurer’s financial report from the end of May – gives an idea of where budget was as of June 1st. Rachel is currently working on Fair Budget for 2019 Fair. Fiscal year has changed, so budget is a little fluid. Rachel will keep updating as expenses are paid.  
4-H’ers get first bag of shavings for free. Rachel and Glenn are both signing off on vouchers for anything that 4-H and Fair share.
- XIV. Matters & Announcements from Board & Staff
- a. Fair Manager Report & Updates  
Heritage Arena lighting upgrade project is complete; the outside lights were also updated. Looking at a \$2300 rebate from Lower Valley Energy.  
Working with Rodeo Concessionaire to accommodate additional events at the Fairgrounds ie. Westfest, PBR etc. PBR organizers have requested that tents are taken down, enclosed trailers and mechanical bull are moved from Rodeo Arena. Town Council is approving these other events so everyone needs to work together.
  - b. Subcommittee Reports/Fair Board Updates
    - i. Marybeth  
Horse Show committee meeting Tuesday  
Royalty program future needs to be on August agenda due to some things that happened at the 4<sup>th</sup> of July parade.
    - ii. Emily
    - iii. Gary  
Gary will bring Snow Devil’s fencing & grill burgers tomorrow night.
    - iv. Peter
    - v. Matt  
Will not be at the regular August meeting.
    - vi. Amy  
Typed up ribboning event sign-up sheet for Royalty.

vii. Thomas

XV. Other

a. Exhibit Hall

i. Sewing Judge

Any word from Knit on Pearl? Rachel has a call into the Sublette County Fair Manager for some referrals.

ii. Superintendents & Assistants

Currently we have one superintendent, Sue Hall for Horticulture/Floriculture. Hadley made a schedule, which we emailed to Mel Shinkle. Rachel & Mel have emailed back and forth a few times; Rachel went to her office to visit face-to-face today.

Unfortunately, the time commitment for a superintendent is too great for most people, especially elected officials. Offering 2-hour time slots for assistants and have a few sign-ups. Sarah suggests sending an email out through the non-profit list serve and will help Rachel with getting the word out. Staff & Board might have to help at Exhibit Hall if we can't find enough volunteers. Rachel will send an email to the Town Council to see if anyone is interested in helping out.

iii. Elected Officials as Volunteers

b. Horse Show

Meeting tomorrow.

c. Night Events

Gary has recruited Scott Shervin to help and some other pit crew help. Rachel will call Cyd about Figure 8's. Sam from the Town is happy to help. Also, Judi suggests that we put jersey barriers in front of bucking chutes so cars don't back into the panels and dent them.

Ninja will set up course early Friday morning, 7:00AM. The course will be open to the public from 12-4PM. Charge \$5/run. Break from 4-6PM. Ninjas might run the course against each other, small kids can run during the day.

d. Big Top Tent

e. Beer Garden

Coolers need to be moved into Rodeo Arena beer stands for cans ie. seltzer's and Mike's Hard Lemonade.

f. Vendors

Lost the caricature vendor. Had a couple of new ones sign up: CBD products, a photographer, another kettle corn vendor. 27 total vendors.

g. Royalty

XVI. Adjourn

Gary motions to adjourn at 8:17PM. Emily seconds the motion. All in favor, no discussion.