



Teton County Fair Board
Retreat - Session 1 Agenda
Thursday October 28th, 4:00-7:00PM
Exhibit Hall
350 Snow King Ave, Jackson WY

4:00-4:50PM - Keith Gingery, Deputy County Attorney

Fair Board Resolution

Decision-Making Diagram

Open Meetings Act

Public Notice of Meetings – Regular, Special & Fair Week

Executive Session

Replying to emails between the Board

Conflicts of Interest

Procedure & Participation in Meetings

General Meeting Etiquette (handout)

Public Comment – Best Practices

Committee Recommendations, Board Approval/Adoption – Best Practices

Gift Giving & Receiving

Fair Board Recognition Policy

Public Information & Freedom of Information Act (FOIA)

Speaking to the media/social media

Be mindful of who and what you represent

Fairgrounds Lease Agreements

Fairgrounds proper (north of Snow King Ave)

Exhibit Hall & South Grassy Lawn

Rodeo Grounds Management Agreement (RGMA)

Rodeo Concessionaire Agreement (RCA)

4:50PM, BREAK

5:00-5:30PM - Katie Smits, County Treasurer

Fair Revenue Fund

TCF Cash Handling Policy

5:30-5:50PM - Alyssa Watkins, BCC Administrator

5:50PM, BREAK

6:00-6:15PM - Sarah Mann, Director of General Services

Teton County Procurement Policy

6:15-6:45PM - Rachel Grimes, Fair & Fairgrounds Manager

Fair Board Bylaws

Board Roles & Responsibilities

Teton County Volunteer Board Member Expectation Sheet

6:45-7:00PM, Retreat Wrap Up & Final Questions/Discussion