



Teton County Fair Board Regular Meeting Minutes Monday January 11th, 2021 Zoom Meeting

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

Matt calls the meeting to order at 5:36PM.

II. Roll Call/Pronouncement of a Quorum

PRESENT: Matt, Tere, Deb, Gary, Steve, Zach & Donnie

ABSENT: MB, Hannah

ALSO PRESENT: Rachel, Sarah, Alyssa, & Glenn

III. Adopt Agenda

Tere motions to approve the January 11th agenda as written.

Rachel recommends that the agenda be amended by moving the Fair Rodeo Committee update above the action items. Information provided by the committee may help the Board make their decision to approve the proposal and scope of work.

Tere withdraws her motion.

Tere motions to amend the January 11th agenda by moving the Fair Rodeo Committee update before the action items. Steve seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

IV. Approval of December 14th Meeting Minutes

Gary motions to approve the December 14th meeting minutes. Steve seconds the motion. No discussion. Vote is unanimous in favor. The motion passes.

V. Public Comment

No public comment.

ACTION ITEMS

VI. New Business

a. All Aboard Train Contract

Gary motions to approve the All Aboard Train contract as written. Donnie seconds the motion. Some discussion: Rachel asks Matt to come by the Fair office at some point to sign the contracts. Vote is unanimous in favor. The motion passes.

MB arrives at 5:40 PM.

b. Fair Rodeo IMPRA Proposal & Stock Contract Scope of Work

Deb gives the Fair Rodeo Committee update (the notes were included in the Board Packet). The committee met on December 29th with Rawlee Yamuchi – IMPRA President. The committee was able to get all of their questions answered and had a good discussion with Rawlee. The committee is confident that IMPRA will run their added events i.e. Parent/Child Team Roping, Ribbon Roping, the Hide Race etc. The committee added steer wrestling to the proposal, decided to swap the Open/Novice barrel race out with a 2D and an entry fee of \$75. The proposal also includes Junior and Peewee barrel racing. The committee recommends that the Fair Board approve the proposal and scope of work as written.

Rachel mentions that there 3 parts to the motion:

1. Approve the proposal
2. Approve the scope of work
3. Direct staff to put the scope of work out to bid ASAP and leave it open until April 6th, 2021.

Gary motions to approve the IMPRA-sanctioned Fair Rodeo proposal. MB seconds the motion. No further discussion. The vote is unanimous in favor. The motion passes.

Deb motions to approve the stock contract scope of work. Tere seconds the motion. No further discussion. The vote is unanimous in favor. The motion passes.

MB motions to direct staff to put the stock contract scope of work out to bid ASAP and leave it open until April 6th, 2021. Gary seconds the motion. No further discussion. The vote is unanimous in favor. The motion passes.

c. Fair Vendor Timeline, Application and Rules

Rachel goes over the timeline. She reminds the Board that the vendor information was overhauled last year and also, that the fees were restructured during that time. Basically, the only updates to the documents are the 2021 dates. If the Board approves these documents tonight, staff will open the application period on February 1st. Staff will do a mail-out to all previous vendors.

MB mentions that we need to accept less vendors in 2021. Probably around 20 instead of 25-30.

Tere motions to approve the vendor timeline, application and rules as written. Gary seconds the motion. No discussion. The vote is unanimous in favor. The motion passes.

DISCUSSION ITEMS

VII. 2021 Fair Committee Updates

a. Concert

Steve says that the headliner we made an offer to previously is not available to play at our Fair. Shannon is working on some other options and the committee will meet again soon to discuss.

b. Rodeo

Deb gave the update earlier in the meeting.

c. Royalty

Tere says she has nothing to report because the committee has not met.

Rachel says the head shots of the Royalty Court have come in from Shutterfly. She also ordered frames for them. Once the frames arrive, the photos will be hung in the Fair Office. Both head shots of each title holder, as well as a group shot, will all be framed and hung up.

d. Other Committees

Big Top Tent – Rachel will email Hannah to find out how she'd like to move forward.

Exhibit Hall – Matt will email the committee to find out how they'd like to move forward.

Figure 8s – Rachel will call Joey Parker, Eric Hiltbrunner and Stefan Fodor to find out when they are available to meet with the committee.

Rachel mentions Fair Committees to Zach & Donnie and to let her know if they are interested in serving on a few of them. She will email them the committee list tomorrow.

OTHER DISCUSSION ITEMS

VIII. FY21 Fair Budget & Fund Balance Updates

Rachel explains to the Board that they will see a reversal or credit in their budget of \$11,799 in February. This is the total amount of sponsor and vendor refunds we gave after 2020 Fair was cancelled. That said, our actual balance to-date is \$4,422.60 for the remainder of this fiscal year, ending June 30, 2021.

Rachel goes over the Fund Balance tracking sheet. Updates to the night events and the Fair Concert budget have been made and the current balance is \$10,324.82. Rachel reviewed the fund balance policy with Sarah & Alyssa after the last Fair Board meeting, which was a helpful reminder. Rachel suggests that the Board think of these expenses as the backbone of the Fair. In other words, the contracts that we absolutely have to have to put on the Fair each year.

IX. Matters & Announcements from Board & Staff

a. Fair & Fairgrounds Manager Report & Updates

Rachel informs the Board that, after 2 years, we have officially completed the capacity improvement project in the Heritage Arena! The capacity is now 768, up from 160 previously.

b. Fair Board Updates

X. Other

XI. Adjourn

Gary motions to adjourn the meeting at 6:15PM. Deb seconds the motions. No discussion. Vote is unanimous in favor. The motion passes.