



**Teton County Fair Board
Regular Meeting Minutes
Monday April 5th, 2021 @ 5:30PM
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.

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- I. Call to Order
Matt calls the meeting to order at 5:32PM.

 - II. Roll Call/Pronouncement of a Quorum
PRESENT: Matt, Steve, Hannah, Gary, Zach
ABSENT: Marybeth & Donnie
ARRIVED LATE: Deb arrives 5:33, Tere arrives 5:46
ALSO PRESENT: Rachel, Glenn, Alyssa

 - III. Adopt Agenda
Gary motions to adopt the April 5th agenda as written. Hannah seconds the motion.
No discussion. Vote is unanimous in favor, motion passes.

 - IV. Approval of March 8th Meeting Minutes
Hannah motions to approve the March 8th regular meeting minutes as written. Steve seconds the motion. Vote is unanimous in favor, motion passes.

 - V. Public Comment
No public comment.

ACTION ITEMS

VI. New Business

- a. Exhibit Hall, exhibit drop-off and judging on Tuesday July 27

Rachel explains the past process of setting up the Exhibit Hall over the course of two days. She went on to explain that Wednesday is a very busy day due to general Fair setup, Concert setup, Vendor setup, and 4-H livestock arriving, etc. On Wednesday in particular, there is so much going on that everyone is spread thin, Board and staff. She proposes that all Exhibit Hall activity take place on Tuesday when everyone is free (the only thing going on Tuesday is the 4-H Horse Show). This would include entries being accepted, judging and organizing the hall for opening to the Public on Wednesday.

Zach motions to approve scheduling all of the Exhibit Hall drop-off and judging on Tuesday, July 27th. Hannah seconds the motion. No discussion. Vote is unanimous in favor, motion passes.

Zach motions to set the hours for Exhibit Hall drop-off on July 27th from 7:30AM to 2:00PM. Steve seconds the motion. Vote is unanimous in favor, motion passes.

DISCUSSION ITEMS

VII. Fair Service Contracts, bid openings

Rachel explains the bid opening process and deadline. The bid openings have to be set, published, and open to the public. Originally, Rachel had scheduled all the bids to be due and opened at 4:00PM on May 11th, which was what the Board approved at a previous meeting. However, Rachel realized that she alone cannot open all 7 bids right at 4:00PM. Instead, she would like to stagger the bid deadlines and open them from 1:00PM – 4:00PM, every half hour, on May 11th. If any Board member would like to assist Rachel or attend the bid openings, they are more than welcome.

VIII. Fair Night Event Food Truck Agreement

Rachel explains how this agreement has come to be and that in 2019, the Fair Board worked with 2 food trucks and made approximately \$2300 in revenue. The board needs to start inviting local food trucks who agree to the terms of this agreement and would like to have a presence at the Fair. We will revisit this topic at the May 17th board meeting.

IX. Fair Board Recognition Policy Review

Rachel provides some background information on this policy and how it came to be. Some board members have seen this policy, some have not. Tonight, is just a review of the policy, no decisions need to be made. We need to keep this in mind as we continue planning for the Fair, particularly, regarding our sponsors and the ticket packages promised in our sponsorship structure. There will be impacts to our night event ticketing, as well as our projected revenues if we can only sell or give away 1000 tickets.

X. 2021 Fair Committee Updates

a. Big Top Tent, Hannah

Hannah tells the Board that she has been visiting with 2 local bands: one for Friday happy hour before the livestock sale and one for Teton County's 100th birthday party on Saturday before the rodeo. She is hoping these bands will play for little or no money. Discussions with the Stagecoach Band to play at the County's birthday party have occurred. Rachel mentions that she spoke with Derrick Huffsmith – the contact MB gave her for the Stagecoach Band – and that they normally get \$2500 to play for a 3 to 4-hour timeframe. Rachel told Derrick should touch base in May after our service contracts come in and we have some money to work with.

b. Concert, Steve

Steve stated there are no updates at this time. The Committee is waiting to hear back from Shannon on our initial offer to the 1st choice artist.

Hannah leaves at about 6:25PM.

c. Exhibit Hall, Matt

Already discussed. No further updates.

d. Figure 8s, Gary
Zach got together with Stefan and Eric and drew up a heat bracketing system.

e. Rodeo, Deb
No updates.

f. Royalty, Tere
Tere tells the Board about the Soroptimist sponsorship and that the money is meant for education and training. The committee would like to use the money for their upcoming clinics in May. Tere says that she has scheduled time in the Heritage Arena over the next 2 months for horsemanship practice, including some de-sensitization training with Citizens Mounted Unit. The date has been set for the 2022 Pageant, which will take place on August 28th, 2021. Tere also mentioned that the committee would like to update the rulebook. More specifically the age ranges for each title. The committee will redline the rulebook and the Board can expect it as an action item at the May 17th board meeting.

OTHER DISCUSSION ITEMS

- XI. FY21 Fair Budget & Fund Balance Updates
Because we are in the last quarter of our current budget, Rachel explains that she included the budget line-item details in the Board Packet for the FY21 budget. She asks if any has any questions. There are none.
- XII. Matters & Announcements from Board & Staff
- a. Fair & Fairgrounds Manager Report & Updates
Rachel has spoken with the Lion's Club, Horse Warriors, TBRA and Grand Teton Kennel Club on their events for the 2021 Fair. Michael Schrotz is going to visit with the health department and Lion's club members on whether or not they will be able to serve breakfast at the Fair and how they will serve food. Horse Warriors is not planning to organize the White Horse Social in 2021. TBRA is interested in doing the Turn 'N' Burn on the first Sunday of the Fair. GTKC is interested in a different date for their doing agility show. Ellen McKee is going to visit with her club members.
 - b. Fair Board Updates
No updates.
- XIII. Other ---
- XIV. Adjourn
Gary motions to adjourn the meeting at 6:41PM. Steve seconds the motion.
No discussion. Vote is unanimous in favor, motion passes.