



Teton County Fair Board
Special Meeting Minutes
Fair Office – 305 W. Snow King Ave
Monday July 15th, 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 calls to order at 5:32PM.
- II. Roll Call/Pronouncement of a Quorum
PRESENT: Marybeth, Peter, Matt, Thomas, Amy, Emily
ABSENT: Gary
ADDITIONAL ATTENDEES: Rachel Grimes, Sarah Mann, Hadley Adkins, & Katie Smits
- III. Adopt Agenda
Thomas motions to adopt the July 15th Special Meeting Agenda. Emily seconds the motion. All in favor, no discussion.
- IV. Public Comment
Katie Smits, Teton County Treasurer – Fair cash handling policy
Dual control process for cash boxes; they must be escorted to and from their locations with a Fair Office staffer, Fair Board member and a JH Security representative. The Fair Office safe should work in a way that requires two people to open the safe. The bank will count cash for us each morning which will save the Fair Office and the Treasurer's Office hours. Treasurer's Office/Katie will supply change to Fair Office every morning by 10:00AM. Fair Office will need 4 more petty cash vouchers, which Katie has already. There will be 4 deposits each night – beer garden, beer concessions, parking, tickets. Fair Board member or security staff member will drop in night box deposit box at bank. Groups that are receiving cash tips will take that money with them – we do not have to deposit it. Beer garden and other beer booths need to be kept separate in order to track sales and payouts to groups selling beer. MaryBeth suggests making a schedule of when the different cash boxes need to be collected and deposited. There will be two trips to the bank to deposit money, one after the beer garden closes and one at the end of the night. Katie agrees to make commitment to deposit money. Extra change can be stored in the Treasurer's Office safe for the weekend in case boxes run out of change. Matt suggests increasing the number of \$1's in each cash box since it will take too long to run to the Treasurer's Office to get the change they will need. Could increase office cash bank so that someone working at the booths can come to the office, if and when they need change. Thomas suggests that Fair Board members carry 100 in change so that people working the booths can swap out for change with them.

ACTION ITEMS

V. New Business

a. Night Event Food Trucks

i. Approve & Sign Pinky G's & MoJoe's Agreements

Amy motions to approve the contracts and sign them. Emily seconds the motion. All in favor, no discussion. Marybeth signs both contracts.

ii. Where will we place them inside the black fence?

Emily suggests having one on each side. Rachel says that will work great for Fair Rodeo and Figure 8's but the crowd is concentrated under the covered grandstands during Pig Wrestling and Ninja. It might be better to have both food trucks by the grandstands. They could move for Rodeo and Figure 8s so there is one on each side. Food trucks were promised water and electricity, so wherever they are placed, they will need to have access to hookups. Rachel will reach out to both vendors to get dimensions of food trucks.

b. Vet/Brand Inspector on site during Fair

Rachel attended the 4-H Council meeting on Tuesday July 9th to discuss a number of items before Fair. The alleyway through the south end of the Heritage Arena on Saturday July 27th was discussed. The goal for this alleyway is allow for safe passage of horse show and rodeo contestants to get from their trailers in the west parking lot to the warm-up arena and rodeo arena without having to ride by the carnival. 4-H expressed concerns about the spread of disease in the barn during this time through animal-to-animal contact. All 4-H livestock are required to have a clean bill of health prior to Fair; shouldn't horse show and rodeo horses be required to have the same thing, including rodeo rough stock? Without having a perimeter fence around the Fairgrounds and one entrance/exit station, it's difficult to monitor who is coming and going with horses and other stock. It is not in the budget to hire a vet or brand inspector to be on the Fairgrounds 24/7 throughout Fair. Fairgrounds staff do not have the capacity or authority to monitor horses coming and going. It is a common problem across all fairgrounds. Thomas says if there are germs in the arena, they're already there. Eliminating the alleyway isn't going to help decrease chance of infection. Amy says the safety risk of someone having to take their horses around the carnival is greater than the risk of infection of horses coming through the arena. Emily mentions that horses have always walked by the carnival, but that it's not the best option due to safety of horses and people. Staff says that the Fair Board is charged with mitigating a lot of risk; the risk to human life is greater with having horses walking by the carnival and it is up to the Fair Board to mitigate those risks. Also, the 4-H animals are being hauled out the next day and most will be slaughtered two days later.

Matt motions that the Fair Board does not hire a vet or brand inspector on the Fairgrounds for horse shows and Fair Rodeo events. PLEASE NOTE: the Fair Rodeo stock contractor is required to have a vet on site as per the contract. Matt amends the motion to exclude the Fair Rodeo from the first motion, as stipulated in the contract. Thomas seconds the motion.

All in favor, no further discussion.

Thomas motions to continue as planned with the alleyway on the south side of the Heritage Arena. Amy seconds the motion.

All in favor. Some discussion: in the spirit of safety to mitigate risk. Marybeth will write a letter to 4-H on behalf of the Fair Board to make them aware of this decision.

c. Comp Tickets

Board reviews the list of the comp tickets given out at 2018 Fair.

All members are happy with what is recommended for the Fair Board, Fairgrounds staff, former Fair Board Members (2 tickets to each night event and \$120 in meal vouchers). Thomas recommends giving 4-H staff, TCF Royalty, & Horse Show committee members the same packages as the board. Thomas recommends that National Anthem singers should receive 2 tickets to each night event and \$30 in meal vouchers for the night they sing.

Thomas motions to give 4-H staff, TCF Royalty, & Horse Show committee members the same packages as the board (2 tickets to each night event and \$120 in meal vouchers) and give the National Anthem singers should receive 2 tickets to each night event and \$30 in meal vouchers for the night they sing. Emily seconds the motion. All in favor, no discussion.

Thomas motions to give National Anthem singers a 1-day parking pass for the day they are singing. Emily seconds the motion. All in favor, no discussion.

d. Beer Garden & Night Event Beer Prices

Neil Ford, a Breakfast Rotary representative, asked that the Fair Board reconsider their pricing for beer at Night Events. The current prices (\$4 domestics & \$6 microbrews) have been the same since 2015. Neil's recommendation is to sell domestics for \$6 and microbrews for \$7. Peter says that the Fair is not yet at a point where it can charge these higher prices for beer. Matt motions to stay with the current night event beer pricing at \$4 domestics and \$6 for microbrews. Thomas seconds the motion. All in favor, no discussion.

VI. Old Business

DISCUSSION ITEMS

- VII. Fair Board Sign Up Sheet
- Pre-fair walk-through w/ Rodeo Concessionaire – Matt, MB, Amy, Gary
 - Fair Rodeo Slack – Emily & Amy @ 5:00PM
 - Carnival setup – Gary (need to draw line that carnival cannot cross)
 - Exhibit Hall Drop Off, Matt and other members rotate through (Emily & Peter later)
 - Exhibit Hall Drop Off, Matt & Amy (not food)
 - Vendor Check-In w/ Sara Budge, MB & Gary
 - Paintball, Petting Zoo, Bugology, All Aboard Train – Wednesday arrive & setup, MB & Gary
 - Beer trailer setup on Grassy Arena before Noon, Gary
 - Daily Fair Board Meeting @ 5:30PM, Everyone!
 - Whiskey Myers – MB (sponsor thank you)
 - Beer Garden setup – MB, Matt
 - Food Vendor Mandatory Meeting @ Noon w/ Sara Budge, MB & Gary
 - Bingo – MB
 - Sac Races & 3-Legged Races, (get pig wrestling tickets for winners) – MB
 - Clowns & Stilt Walkers on Thursday – MB
 - Pig Wrestling team check-in, Emily & Matt
 - Wrangling teams –MB
 - Best costume judge – Thomas & Emily, \$400 in gift certs from Merry Piglets
 - Pig Wrestling competition – Everyone!!!
 - Yard games set up – (Amy & MB bringing games, Fair Office will look into ordering some games)
 - JH Ninja Warrior course open to public 12-4PM, need tables and chairs, collect waivers and fees (\$5 to run through course) - Matt
 - JH Ninja Warrior Contestant check-in – Sarah (volunteer), Rachel will ask TBRA
 - Wrangle contestants – MB
 - JH Ninja Warrior competition – Everyone!!!
 - Diaper Derby – Emily, get ribbons & give Rodeo tickets
 - Pie Eating – Thomas & Amy, give Rodeo tickets
 - Pet Show – Emily, get ribbons & give Rodeo tickets
 - Fish Pond – Gary & Thomas (paperwork and clown)
 - Fair Rodeo – Everyone!!!
 - Figure 8s Team Check-in – MB, Emily & Cyd (4:00PM)
 - Figure 8s Inspection – Scotty Shervin, Matt, Gary, Peter (5:00PM)
 - Figure 8s Racer Meeting - MB
 - Figure 8's – Everyone!!!
 - Figure 8s Counter Management, Thomas (stopwatches, air guns, counters)
 - Figure 8s Filming & Runner – Emily
 - Rachel will update list and send it out via email.
- VIII. Rack Card Distribution
- Grab a stack everyone!!!

IX. Pre-Fair Walk Thru w/ Rodeo Concessionaire
Monday July 22 @ 10:30AM

X. Other

Situation with TCF Royalty at 4th of July parade line-up. Some of the girls do not have the right size shirts; the Royalty closet currently doesn't have enough variety in sizes to fit all the girls. Should we order more? Or should there be more flexibility in what the girls wear? Fair Board agrees to not order more shirts and that the TCF Royalty should wear whatever they want that is appropriate western attire.

XI. Adjourn

Emily motions to adjourn the meeting at 7:13 PM. Thomas seconds the motion. All in favor, no discussion.