

# BROADWATER COUNTY FAIR – REGULAR MEETING MINUTES

416 Broadway, Townsend, MT 59644

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**BROADWATER  
COUNTY FAIR**



## MINUTES

### BROADWATER COUNTY FAIR BOARD REGULAR MEETING MINUTES

December 21<sup>st</sup>, 2023

5:30pm

Flynn Building

**Fair Board Members Present:** Karen Noyes, Shelia Stenzel, Tayla Snapp

**Fair Board Members Absent:** Lauren Reiser, Val Hornsveld

**Advisors to the Board Present:** Jessica Erickson (Fair Manager)

**Guests:** none

- I. **CALL TO ORDER:** The regular meeting of the Broadwater County Fair Board was called to order at 5:30 pm.
- II. **PUBLIC COMMENT:** None
- III. **CORRESPONDENCE:** None
- IV. **REPORTS**
  - a) **Open Class** –Tayla had no updates, will be starting to get the superintendents together after the first of the year.
  - b) **Vendors** – None
  - c) **Rodeo**–None
  - d) **4-H** – Karen reported that 4-H is starting to think about fair.
  - e) **Public Relations** – Sheila reports she is looking at some other advertising ideas for next year.
- V. **FAIR BOARD BUSINESS**
  - a) **Minutes Approval** –November 29<sup>th</sup>, 2023 minutes were approved. Tayla moved to accept the minutes and a second by Karen. Motion Carried.
  - b) **Budget Review**
    - a. **2023 Fair Expenses (split with rodeo)** – Received the updated invoice form Rodeo. This does not include the Pitstop total though. We do usually pay a % of this, so Jessica will reach out to Wynn to ask about this.
- VI. **OLD BUSINESS**
  - a. **2024 Fair**
    - i. **Concert/Entertainment Ideas** – Tayla reached out to some possible entertainers. Members discussed the options. **Tayla moved to book Jerry Frasier for Friday and Saturday shows (2 each day) and the butterfly Encounter on Saturday and motion was seconded by Sheila. Motion Carried.** Tayla will contact them and give them Jessica’s information for contracts. **Logo ideas were considered and the Montana state outline one was decided on with a motion by Tayla and a second by Karen.**
      1. Sponsor Save the Date postcards were discussed. Jessica will add more verbiage to clarify these are Fair sponsorships and what the sponsors money is used toward.
    - ii. **Drain Field Fence** – Jessica shared some pricing and approximate quantity of materials needed. Sheila and Tayla will speak with True Value and ask about a donation of materials. Would trade for a sign to be displayed on fence. Tayla also asked about finding a volunteer to dig post holes instead of renting a machine. Karen will see if she has access to a post hole digger and Tayla has someone in mind to run the machine.
- VII. **NEW BUSINESS**
  - a. **Rodeo Contract for Grounds Usage**
    - i. Jessica updated the board that the attorney, Commissioner Richtmyer and Rodeo Board president met a couple weeks ago. No updated contract has been shared since then.
  - b. **Rentals Update**

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- i. Jessica shared the current rentals. Sheila asked for a spreadsheet showing the rentals. Jessica can start doing this for the board. Jessica was also asked by a leadership group about them doing a community event at the grounds. They are planning an informational event with the local Emergency Services. This will be a no cost educational event for the community. The board discussed charging \$40 for the community service/non-profit event.

**MEETING ADJOURNED 6:15pm**

**NEXT BROADWATER COUNTY FAIR BOARD MEETING WILL BE HELD – January 30<sup>th</sup>, 2024**

\_\_\_\_\_ Sheila Stenzel (Chairman)

\_\_\_\_\_ Jessica Erickson (Fair Manager)