

# 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

January 5<sup>th</sup>, 2023

7:00pm

**Broadwater County Annex Building**

**Fair Board Members Present:** John Rauser, Karen Noyes, Lisa Larson, Tayla Snapp

**Fair Board Members Absent:** Val Hornsveld

**Advisors to the Board Present:** Jessica Erickson (Fair Manager), Allison Kosto, Lindsey Richtmyer

**Guests:** none

- I. **CALL TO ORDER:** President John Rauser called to order the regular meeting of the Broadwater County Fair Board at 7:07 pm.
- II. **PUBLIC COMMENT:** none
- III. **CORRESPONDENCE:** Received a statement from the Townsend Tree Board, that shows a \$0 balance and states that work at the fairgrounds were partially covered by the Broadwater County PILT grant. They are planning on removing 8 trees and stumps next year at the grounds and asked if we would consider a donation for the work. We will revisit this next year after the work has been completed.
- IV. **REPORTS**
  - a) **Open Class** –Tayla has registered for Doodle Poll and will be contacting superintendents for a meeting. She knows that we will need a new Culinary Arts superintendent and still need an additional Horticulture superintendent. Her and Jessica will be working on revising the exhibit classes in the fair book.
  - b) **Vendors** – none
  - c) **Rodeo/Social Media**– Lisa states nothing new to report from Rodeo. Social media is slow this time of year.
  - d) **4-H**– Current enrollment number is 133 youth. Karen says there are lots of project meetings happening right now. The Livestock pavilion contract is caught in legal at the moment.
- V. **FAIR BOARD BUSINESS**
  - a) **Minutes Approval – November 17<sup>th</sup> 2022 minutes were approved with changes. Karen moved to accept the minutes and a second by Tayla. Motion Carried.**
  - b) **Budget** – Reviewed the expenses breakdown spreadsheet. The payment for Rodeo’s portion of the fire money came out of object #398, which makes it look like it is overbudget by a lot. Jessica will ask if we can transfer money into this to make the numbers look more accurate.
  - c) **Member Term Expirations: 12/31/2022 John Rauser and Lisa Larson**
    - a. Short Term Renewal- Jessica asked Darrel if it was possible for John and Lisa to sign on for a few months instead of the full 3 year term. Lindsey will look into this to see if they need to turn in a letter of interest and still be approved through the commission.
- VI. **OLD BUSINESS**
  - a) **4-H Building Bathroom Addition Update and Livestock Pavilion Project Update-** The bathroom project task order is coming in front of the commission on Monday. The 4-H Livestock Pavilion has been caught up in the county legal office for 2 months.
  - b) **Concert Entertainment** – Tayla looked through the list and mentioned some of the artists she has heard of. Lisa will check with Rodeo to see if they had any interests from the list. Jessica will then get the shortened list to Rocky Mountain Talent to get a more accurate estimate on the cost of the entertainers. Discussion on possibly changing the start time of the concert. We hope to make our final decision on concert entertainer at the February meeting so that we can start to advertise.
  - c) **Graymont Grant** - We are waiting for the funding agreement to come through county legal and then Graymont will disperse funds. We need to get our press release and sustainability information to the local plant by January 11<sup>th</sup>. Jessica has met another electrical and heating contractor at the grounds for another bid.
- VII. **NEW BUSINESS**

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- a) **Rentals** – Lisa had a couple more rentals come through today. She is putting a rental calendar on google drive that can be accessed by both her and Jessica. Jessica will be doing the 4-H Building rentals and Lisa will continue to do the rest of the grounds.
- b) **Change Fair Board Member Offices**
  - a. **Rodeo Board Representative as a non-voting member position- discussion and decision**
    - i. There has not been interest from any rodeo board members to be the rodeo board rep. Jessica and Lisa talked to them during their December meeting and they asked to possibly become an ‘advisor to the board’ rather than a board member position. They would then probably have different people show up to the meetings. Discussion was held regarding these changes. We would really like to have someone consistently coming to both meetings to keep lines of communication open. Lisa will ask again, reiterating the fact that they won’t be doing the extra roles that Lisa currently does (ie website, social media, rentals).
  - b. **Rename the current Rodeo Board representative member position- discussion and decision**
    - i. Discussion on what the position would be in charge of if they are not a rodeo board rep. The member section in the bylaws were reviewed and discussed. Tayla moved to change the verbiage of Article III Section E to read ‘Appointment of member roles will occur when needed.’ with no second. It was found that the bylaws need to be revised. They read now that the positions are all elected, which is not correct. Allison had input that having an election for chairman is a positive thing. Tayla recommended we add a Chairman and Vice Chairman that is elected. Those people still keep their original roles, but then also serve in the elected roles for a time period. Bylaw changes need to be noticed for 30 days before voting, so we will meet on February 8<sup>th</sup> at 6:00pm for approval of bylaws. **Tayla moved to amend the bylaws by a committee to be done by January 9<sup>th</sup> and put out for notice, so that the changes can be approved on February 8<sup>th</sup>, motion seconded by Lisa.**
- c) **2023 Fair Planning**
  - a. **Celebrating 60 Years of Tradition**
    - i. **Logo-** Jessica will email logo ideas to the board next week.

## VIII. OTHER BUSINESS

- a. The rodeo club has asked if we would be willing to transfer ownership of the lawn mower to them. They currently have use of the mower through an MOU. It is starting to age and require more maintenance. At this time the board would like to maintain ownership of the mower and continue with the conditions of the current MOU.

**MEETING ADJOURNED – 8:45 pm**

**NEXT BROADWATER COUNTY FAIR BOARD MEETING WILL BE HELD February 2<sup>nd</sup> at 7:00pm.**

\_\_\_\_\_**John Rauser (President)**

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