



Western Montana Fair Commission - Meeting Minutes
April 24, 2007, 2 p.m.
Chamber of Commerce

ATTENDANCE:

Buck Smith, Chair, Scot Meader, Fair Manager, Kim Latrielle, Fair Commission, Charlie Deschamps, Fair Commission, Julie Gemar-Williams, Fair Commission, Michelle Felde, Fair Commission, Betty Jo Johnson, Fair Commission, Bill Nooney, Emeritus, Eunice Misbe, Fair Secretary. NOT PRESENT: Kristen Eberhart Bounds

GUESTS: Campbell Barrett, 4-H Director

MINUTES: Betty Jo made a motion to accept, as presented, the minutes from the March 27, 2007 meeting. Kim seconded, and the motion carried unanimously.

FINANCIALS: Financial reports were reviewed. Scot noted that the Trust account is earning good interest—around \$550 per month.

Financials were approved as presented.

PUBLIC COMMENT: None

OLD BUSINESS:

“For-profit” concessions: There are several spaces open for self-contained concession trailers. Scot noted that most non-profits cannot afford the cost of a concession trailer. The fair has a long-time policy of using only non-profit vendors in order to help give back to the community. Decided to **advertise on the Reader Board, website, and newspaper** for non-profit vendors before making any decision on accepting “for-profits”.

ATMs/Check Cashing during Fair: Question was raised as to how many ATMs are on the grounds during the Fair. There are two during the fair, but none during May Fling. The Carnival will now have two ATMs also. Need to have more signage to direct patrons to ATMs and Check Cashing stations. The Master Plan should plan for ATMs and include a very functional money room.

CONTRACTS AND RENTALS:

CHAIRPERSON REPORT: Met with CTA Architects. They will be very good to work with. There will be a representative at the May Facilitator Meeting. CTA will meet with Ginny to gather all the comments that have been submitted so far.

MANAGER’S REPORT:

Russell Riders: Horses will be stalled in Barn #1 this year. There will be a 20 X 24 stall in the Country Fair area for a daytime display area. If they have a display, they will be required to staff the booth during open hours and remain on the grounds until 8 p.m. Sunday. They will have three evening perfs at the rodeo and PBR and would like other opportunities to fill in. **Betty Jo will work with Scot and the Russell Riders to finalize details. Security will need a list of names**

for those authorized to be in the barn area and times they will be there. Everything must be spelled out precisely in their contract.

Online Entry System: There is now the option of filing all entries online. **Staff will do more research on this.**

Sponsorship Comparison Spreadsheet: Discussed spreadsheet reporting the status of sponsors so far in 2007 compared with the final numbers from 2006. Decided to **develop a prospects list** so sponsors can be approached that were displaced by the lack of horse racing and/or no Glacier Building exhibit. List will include the sponsor's name and amount sponsored in 2006. Betty Jo and Charlie have not decided what they will sponsor yet this year. Need to coordinate with Country Fair so sponsors aren't hit twice. Michelle noted that she has ideas for potential sponsorships.

COMMITTEE REPORTS:

Entertainment:

Rodeo: \$4,000 purse this year—total \$32,000 for rodeo. Discussed idea for using paddock/parimutuel area for the VIP dinner and bring bleachers to north side of arena. "Wrangler VIP Seating" could be at the west end of the arena and VIP seating at the east end. Taverns don't want to serve beer at the Rodeo VIP, so other arrangements will need to be made. Didn't discuss TETWP at the Rodeo Committee Meeting.

Josh Gracin: Josh Gracin is Tucker's act for Saturday night.

Fair Stage:

Long Range Plan: Scot is to electronically report to the commissioners monthly in regard to the bond and long-range plan. Scot met with the BCC today and reported on the CTA meeting and WMF line up. May 29 will be Scot's next meeting with the BCC.

Media: Scot and Kristen will work on radio buys. Kristen has sold radio in the past. MFF events will be listed on Reader Board this week. Need to do some advertising even though most of the events are building rentals. Will check with Debbie and Kristen about **advertising through the Missoulian**. Board would like **copy of MFF lineup**. Need to keep MFF in the public eye.

4-H: 4-H would like a double door on the south end of the Llama Barn. Sheep will be located in Building 34 now along with Rabbits and Poultry. Llamas will be in the Open Ice Rink. Betty Jo commented that everything is in flux now and recommended not adding a door at this time. In addition, they may need more pens later, and additional pens would be difficult to arrange with a door in the way. 4-H is trying to copyright the Country Fair name.

NEW BUSINESS:

PUBLIC COMMENT:

FAIR COMMISSION COMMENTS:

Scot: Shared ideas for balancing ticket sales tills each night. Parimutuel building will be used as main money room in 2007. Each ticket seller will balance their own till and verify counts with a money room clerk before going off shift. Did not have room for this procedure in the past. Should alleviate money room clerks from having to balance bags until late at night. Money room clerks will be freed up to create the tills and tickets for the next shifts. Need to have sales numbers for board meeting each morning. Money room in Commercial Building will be used primarily for check cashing.

Kim: None

Julie: Asked everyone to think about the December convention so that less expensive tickets can be purchased now. IAFE will be the Sunday after Thanksgiving, and RMAF will be November 7-9. This year rodeo will be after IAFE. Julie is following up on a traveling tractor-pulling show with pedal tractors.

Betty Jo: Betty Jo inquired if the Cenex tent was moved. Cenex does not plan to staff a booth this year and will leave the tent if the fair has a use for it. Country Fair may be planning to use it. Country Fair plans need to come back to the Fair Commission for approval. Betty Jo has been called regarding the Fair Policy on raffles and asked for input as to previous policy and why. Currently the only policy in writing gives Commercial Booths permission to have a raffle confined to their booth with the Fair receiving 17% of the profit. Charlie indicated the County Attorney

should be consulted since raffles may be a form of gambling. **Betty Jo will follow up on this issue.** Toni needs to get the contracts out for booths, so she should attach an addendum indicating raffles are on hold pending a determination from the Fair Commission. Toni will provide a map at the next meeting of booths placed so far.

Kristin:

Michelle:

Charlie: There were lots of no-shows last year.

Bill:

Buck:

ADJOURNMENT:

There being no further business on the agenda, Kim moved to adjourn, and Betty Jo seconded. Motion carried unanimously.

Submitted by:

Eunice Misbe

Administrative Assistant

Western Montana Fair

**NEXT REGULAR MEETING
May 15, 2007 2:00 P.M.
Chamber of Commerce**