

Sanders County Fair Board
Meeting Minutes
January 10, 2024
Fair Pavilion, 30 River Rd, Plains MT

Board Members Present: Kristy Sheehan, Randy Woods, Kim McMahon, Jim Newman, Brian Crain, Ted Forkum

Community Present: Ed Moreth, Michelle McGuigan, Tracy Scott, Jolene Burke, Carla Kinzie, Rick Sanders, Julie Thurston

REGULAR BUSINESS

Call to Order: 6:01 PM by Randy Woods

Approval of Minutes from the November 8, 2023 meeting – Brian Crain Motioned and Jim Newman 2nd – motion passed

Public Participation in Non-Agenda Items: None

NEW BUSINESS:

Next Steps for Hiring Admin Assistant and Maintenance Staff:

The board agreed that they would start advertising for the Admin Assistant position in March and have a start date for June or July.

They are going to look at hiring a grounds maintenance person for part time summer help closer to the time when they are needed.

They agreed that they would like to hire a year around part time maintenance person as soon as we could with an average of 20 hours per week (more hours in the summer, less in the winter).

The Board approved to start advertising this position as soon as possible. - Brian Crain motioned and Ted Forkum 2nd – motion passed

Kristy is going to work with Rich Wallace in HR to get the position advertised.

It was discussed that the fair needs to purchase different equipment to use when mowing the River Park. That was agreed that we would discuss that subject closer to the time when the equipment is needed. Kristy also mentioned that there are weeds that need to be sprayed. It was let known to her that the head of the weed department will be coming around to discuss what needs to be done.

Process for Public Participation in the Board Meetings:

Kim suggested a new sign in sheet format that she would like to see be used. She also would like to see a limit on how long the public can comment on one item of concern, not counting asking questions. It was agreed to limit the public commenting on each agenda item to a 3-minute minimum up to a 5-minute maximum timeframe. This is only being requested to

maintain productivity in meetings. Attendees will sign in and indicate which topics they would like to comment on. They also may provide comment on non-agenda topics with the same time limits.

Arena Lighting Update:

It was approved in a previous meeting that Josh Smith will upgrade the arena lighting. He now is working on updated material pricing for work to start this spring. There is need for the four arena light poles to be inspected and possibly replaced. We were quoted \$250 per pole by Alamon. Kim McMahon motioned that we have the poles inspected and replaced with a budget of \$1000 to do it. Brian Crain 2nd – Motion passed. Josh recommended putting individual power shut offs on each pole, to shut off individual LEDs so we do not lose the entire arena lighting at once if one were to go out. There is a about a 10% chance of failure of the new LED lights and we could lose all lighting if the shut offs aren't installed. There is going to be LED bulbs put in all of the lights that should last up to 10 years before needing to be replaced. Josh will include the shut-offs in his updated quote. It was discussed that the power needed to be put underground, and Randy said that it already was put underground. The wires that are overhead could possibly be for the Christmas lighting. Jim Newman questioned that it was already previously approved in a prior meeting, which it was discussed in the August 2023 meeting.

Montana Circuit Finals (Jan 11-13):

Kristy and Kim will be leaving Thursday for the Montana Circuit Finals and plan on going to the Hospitality room to hang the banner for our fair and rodeo. They will then attend the Thursday night performance of the Rodeo. Randy will be there Friday to attend the Friday night and Saturday performance. All are planning on attending the Saturday morning committee breakfast and the post rodeo Hospitality event to meet and greet with stock contractors, judges, and rodeo participants, to promote our rodeo.

Battle of the Scholars:

Ted was able to get John Franzen on the phone to explain the program to the board. John said that it is a weekend rodeo school that they started 9 years ago for young cowboys ages 18-22 years old, to come in and ride Bareback and Saddle Bronc horses and get pointers on what they need to do to improve and get ready to advance to the PRCA Rodeos. John said that they use the Powder River Stock for the school, they also donate the fuel to haul the stock to the school. The pick-up men donate their time to be there for the cowboys and their fuel costs are covered by the sponsorships. The school is put on by sponsorships only, but the young cowboys are asked to pay a \$50 fee to reserve or hold their spot. They can take as many as 30-50 cowboys for the school. The winners or most improved cowboy receives a paid PRCA Permit and his first entry paid to their first PRCA rodeo. John Franzen is asking all Powder River Rodeo committees for a sponsorship of \$500 to help them towards putting on the school. Ted Forkum motioned that we do a \$500 sponsorship to the Battle of the Scholars and Kim McMahon 2nd. – Motion Passed. Ted plans to help with the event in Miles City again, getting face-to-face with the up-and-coming riders.

Rooms for the 2024 Fair:

Lisa Wadsworth received a quote of just over \$10,000 to reserve the Dew Duck Inn for the rodeo personnel and the 4-H judge. She did reserve it for the time being so we didn't lose the location. It was

asked if Kristy could call and see if we can get a price from the Crossroads motel to compare prices. We will need a total of 7 rooms for the Wednesday-Saturday of the 2024 fair.

4-H Report:

Juli Thurston spoke. She would like to update the electrical in the poultry and the cattle barns. The board agreed to let Josh Smith come and look at it to give an estimate on what it would cost. She let us know that the Blood Drive that was scheduled for January 19th was cancelled. She would like to go over and update the memorandum agreement between the 4-H and the Fair. Kim and Kristy will meet with her to get it updated. Juli asked about when the bleachers were going to be replaced over the bucking chutes, because they want the old bleachers for the 4-H show seating area. It was discussed that we will look more into it and get back to her on it. A local excavator is bidding installation of the horse wash rack. She may ask if the fair to help with the cost of the project. She will bring a bid to the February board meeting for the board to look at it. Randy Woods said that they will possibly cover what the 4-H can't cover after they have exhausted all of their options to get the funds or donations.

Fair Managers Report:

Kristy was able to find a Carnival for the 2024 year. She is waiting on a bid from Midway West Amusements so we can finalize everything. This Carnival goes all over Montana and Idaho right now, and Kristy has received good reviews from other fairs on them. The board asked that we have at least 20 rides with 10-12 games and also a few food type booths from them. The board has asked Kristy to now start looking at the vendor and other contracts so we can get them updated and sent out on time. She can't find any 2023 records in the fair office, but will keep looking. It was mentioned that hard copies are on file at the courthouse. Kristy is working on getting the PRCA card in her name, but needs a letter from Randy. Coors will continue with their \$3000 sponsorship again this year.

Chair/Vice Chair Report:

Randy went to the NFR and was unable to meet with anyone due to the change of scheduling with the shooting that they had on the University Campus in Las Vegas. Randy mentioned that he did speak with the Rodeo Stock Contractor, Powder River, Hank and Lori Franzen and they are planning a trip up sometime to visit with everyone and meet the new fair manager.

Claims:

The claims for bills were \$10.28 and there was \$780.00 taken in for camping and RV space rentals. Kim McMahon motioned and Jim Newman 2nd – Claims Approved

Financial Report:

Everyone looked at the report. Kim McMahon Motioned, Jim Newman 2nd – Financial Report was Approved

Meeting adjourned at 7:10 PM