

Sanders County Fair Commission
January 15, 2014 Meeting
Minutes

The meeting was called to order at 7:00 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Directors Jim Newman and Jenny Garrison. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Glen Magera, Sanders County Commissioner, Meghan Phillippi, County Extension Agent, Mary Halling, Judy Woolley, Ron Berry, Bobbi Kolby, Paul Shelton, Anthony Hall, Kim McNeil, Margaret McNeil, Roxsanna Ryan and Dan Ryan.

The minutes of the Fair Commission's November 20, 2013 meeting were approved on a motion by Jim, seconded by Jenny and passed.

Mike then briefed the Fair Commission on the correspondence. Please refer to the January 15th booklet for further information.

There was no public comment.

The Commission then re-addressed the proposed veteran's military stand-down for 2014, tabled from their November 20th meeting, including the lack of full payment for use of the fairgrounds for the 2013 stand-down. Chairman McGuigan stated that the Fair Commission was still waiting for a financial report from the federal government on the last two stand-downs and until the commission had that information, the commission would be unable to make a decision regarding the proposed 2014 stand-down. There was public discussion concerning the event and past events.

Mike briefed the commission on the PRCA rodeo application as well as the PRCA's new method of paying contestants, requiring sponsoring rodeos to pay the PRCA the added money and the PRCA would pay the winning contestants electronically immediately following the rodeo after receiving the rodeo secretary's report.

Mike briefed the commission on the WPRA barrel racing application.

Mike briefed the commission on the budget, detailing a break-down of all monies, not including tax money, earned by the fair in calendar year 2013, followed by a briefing on the projected income for the upcoming fiscal year as well as the proposed expense budget for the same year.

Meghan stated 4-H had nothing to brief the Fair Commission on. Chris then asked her if 4-H would prepare a list of projected projects based on the agreement between the fair and 4-H whereby 4-H would make improvements to the fairgrounds yearly, in a sum no less than \$1000. Mike told Meghan money was in place in the expense budget to install a dry well to facilitate the drainage of the wash rack.

County Commissioner Glen Magera stated the County Commission was looking at the possibility of financing the major repairs required for the fair's buildings and infrastructure, but no decision had been made. He also stated he'd had a call from a commercial food vendor and Mike stated he would talk with Glen after the meeting about the vendor.

The Fair Manager had no comments.

Mike then briefed the Fair Commission on the fair's financial status and presented with the Fair Commission with the November and December financial reports as well as the January claims and payroll for approval. Jim made a motion to pay the claims, seconded by Jenny and unanimously passed.

The meeting was adjourned at 7:45 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
February 19, 2014 Meeting
Minutes

The meeting was called to order at 7:00 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Directors Jim Newman and Jenny Garrison. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Tony Cox, Carol Brooker and Glen Magera, Sanders County Commissioners, Ed Moreth of the Sanders County Ledger, Justyna Thomtas of the Clark Fork Valley Press, Larry Rivinius of the Fair Concessions Group, Paul Shelton, George Stone, Pat Legard, Mark Legard, Billy Hill, Mary Halling, Ron Berry, Paula Snyder, Margaret McNeil, Kim McNeil, Howard Martin, Ken Jones, Gerald Smith and John Trochman.

The minutes of the Fair Commission's January 15, 2014 meeting were approved on a motion by Jim, seconded by Jenny and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the February 19th booklet for further information.

During public comment, Ken Jones spoke on the Made In Montana program. The remaining comments from the public concerned the Veteran Stand-Down issue.

The Commission then re-addressed the proposed veteran's military stand-down for 2014, tabled from their November 20th and January 15th meetings. Chairman McGuigan addressed comments made by the public and then discussed with Billy Hill the information which was provided to the Fair Commission regarding the stand-downs held in 2012 and 2013. Chris stated he and County Commissioner Tony Cox had met several times with Billy trying to resolve the 2013 issue as well as attempting to negotiate a contract for the stand-down for 2014, 2015 and 2016. Chris stated the first offer made to Billy was use of the facility for six weeks each year for \$1,500. That amount was lowered to \$1,000 and the use of the facility expanded to eight weeks, but there were no counter offers from Billy. Billy stated the stand-down was moving to Trout Creek for 2014 for sure. Chris then pointed out that the information showed the VA paid Billy \$2,500 for use of the facility in both 2012 and 2013. Chris then noted that in 2012, that since it was an event never held before on the grounds, the fair had set a fee of only \$500 for use of the facility. But Billy invoiced the VA for \$2500. Then for 2013, the fair revised the cost of using the facility based on the previous year and set a fee of \$2,500. Chris noted that the fee schedule the fair has would have totaled in excess of \$5,100 for the use of the facility but the fair only charged \$2,500. However, Billy only paid the fair \$500 even though the VA had paid him \$2,500 to reimburse the fair for the use of the facility. Billy responded that he felt the additional \$2,000 was a donation by the fair to help offset the costs of conducting the stand-down and that he had the money on his dresser at home. Jim stated he was a veteran and since Billy had received payment from the VA for the \$2,500, that's what Billy should have paid the fair. Billy then stated there was a verbal agreement between him and Mike so Jim asked Mike if

there was a verbal agreement. Mike stated no, there was no verbal agreement between Billy and him. After much more discussion between the Fair Commission and Billy, Bruce stated that this should be turned over to the county attorney. Bruce then made a motion that the whole problem - the amount owed, the amount paid, the amount received from the VA, the outstanding debt – be remanded to the county attorney and allow the county attorney to explain to the Fair Commission what the options are. The motion was seconded by Jenny and passed unanimously. Chris stated he would continue to pursue a contract for the out years for the stand-down unless the Fair Commission objected. The Commission agreed with the Chairman's position and plans. County Commissioner Tony Cox stated all parties – Billy, the Fair and the County Commissioners - shared blame in this and in the future, the Fair Commission will execute a contract for the conduct of the stand-down.

The Commission reviewed the state certification for the scales located in the open class beef barn.

Mike then discussed a plan for renovating the pavilion. He reviewed the requirements with the Commission. Mike was asked to have the foundation evaluated and then, based on the evaluation of the foundation, the Commission will, at the March meeting, decide if the renovation should proceed.

The fair has received a proposal for a rodeo scoreboard to be used during the three rodeo events. The cost of the scoreboard would be \$1,100 per day, operator included. Bruce stated the rodeo at Kalispell uses one and it enhances the performances. No decision was made at this meeting.

4-H comments were by text message. Meghan stated 4-H was proceeding with plans to upgrade electrical service to the sheep/pig barn and horse barn.

Speaking for the County Commissioners, Commissioner Magera stated money, or lack of, is still an issue for all county budgets so keep the belt tightened. He recommended that the rodeo scoreboard only be contracted for if donations can be gathered to cover the expense of the unit. He stated budget meetings between the Fair Commission and County Commissioners would be in June.

The Fair Manager's comments were limited to addressing the issue of the Concessions Group contract, stating he recommended the same contract as last year but only after the Concessions Group provides the financial data relative to each booth the Group operated at last year's fair.

Mike then briefed the Fair Commission on the fair's financial status and presented with the Fair Commission with the fair's financial report as well as the February claims and payroll for approval. Jenny made a motion to pay the claims, seconded by Jim and unanimously passed.

The Fair Commission then entered into executive session. Following the executive session, the meeting was adjourned at 9:30 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
March 19, 2014 Meeting
Minutes

The meeting was called to order at 7:00 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenoggle and Directors Jim Newman and Jenny Garrison. Director Robert Smith attended via teleconference. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Carol Brooker, Sanders County Commissioner, Justyna Thomtas of the Clark Fork Valley Press, Larry Rivinius of the Fair Concessions Group, Kristy Sheehan and Cindy Andrews of Cowgirls Kickin' Cancer, Michele McGuigan, Paul Shelton, Paula Snyder and Jean Morrison.

The minutes of the Fair Commission's February 19, 2014 meeting were approved on a motion by Roberta, seconded by Jim and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the March 19th booklet for further information.

During public comment, Jean Morrison spoke on funds for constructing an amphitheater for musical events.

The Commission then re-addressed the proposed veteran's military stand-down for 2014, reviewing the County Attorney's advice to the Commission. The County Attorney stated the Fair would enter into signed contracts/agreements for all uses of the grounds and that the Commission could not donate \$2,000.00 to Billy Hill for the 2013 Stand Down. Chairman McGuigan then addressed contract options for future stand-downs, excluding a stand-down on the fairgrounds for 2014. Two options were offered for the Fair Commission members to review and consider. The first was a 3 year contract where the grounds could be used for \$1000 and a \$500 cleaning deposit with a 42,000 payment due at signing to pay for the amount still due and payable for the 2013 stand-down. The second option was a 3 year contract with annual payments of \$1,677 plus a \$500 cleaning deposit. During the discussion, Roberta stated that the Trout Creek Park Committee had tabled Billy's request to hold the stand-down at the Trout Creek Park. Chris asked the Commission to give him feedback by the April meeting. Bruce then made a motion tabling the issue with a decision to be made by November of this year. Jenny seconded the motion which passed.

Kristy Sheehan then addressed the Commission about the Cowgirls Kickin' Cancer organization, stating it is affiliated with the Tough Enough to Wear Pink effort and that they wanted to do a similar activity during this year's fair as the group did last year. Chris stated that the far gate on the small arena (next to River Road west) would be excluded from the area and that the fence separating the areas should be free of any items as the livestock for the Ranch Sorting event would probably try to eat anything hanging on the fence. Kristy asked about tickets for attending the Friday night PRCA rodeo and was told the fair would provide those tickets for section 3 in the South

Grandstand, the area painted pink. Kristy ended her presentation stating she had a logo she would like used on the fair's website. Mike asked her to provide the logo to him and he'd have the webmaster place the logo with the Cowgirls Kickin' Cancer information.

The Commission then talked with Larry Rivinius about a contract for this year's fair, asking Larry if he was empowered to negotiate the contract. He said he was. Mike and Jim pointed out that last year's contract required the Concessions Group to provide several items: a cost analysis of each booth and insurance covering food sales and liquor sales as well as a copy of the liquor license. None of those items had been provided to the Fair Commission but Larry did have a breakdown of income by booths which was reviewed by the Commission. Mike then stated a 1% inflationary increase was appropriate. Jim countered that based on last year's gross income, he recommended keeping the payment at a fee of \$24,000 which was approximately 20% of their gross. Jim then made a motion that the contract be offered at a flat fee of \$24,000, seconded by Roberta. All members of the Commission voted in favor except Bruce who voted against the motion. The motion carried and the contract was signed.

Mike then briefed the Commission on the proposed pavilion remodel, presenting pictures of the area beneath the main hall and bathrooms, stating the building was built on adequate foundations, poured concrete under the bathrooms and kitchen and cinder blocks under the main hall. Mike then reviewed the "request for bids" proposal which could be placed in the county's official newspaper. After reviewing the remodel specifics, it was the consensus of the Commission to place the "request for bids" in the paper. That will give the Commission an idea of how much money would be needed to remodel the pavilion. Jean Morrison asked how much money the pavilion brings in each year; Mike stated he would have to do some research to answer that question, but that it was at least \$4,000. Jean felt the money could be better used on an outdoor amphitheater. Carol Brooker stated the money donated to the county by Karen Brackett was designated for the pavilion and to use it for something else needed Karen's permission. Jean felt that lowering the ceiling would exclude the building's use for plays and musical events. Mike stated he thought the acoustic ceiling would enhance both music events as well as plays. The backdrops for the plays would have to be downsized to fit in the allowed space, but that shouldn't pose a problem.

The final business item concerned the Community Service Award recipient for 2014. Chris stated that since John Halpop was retiring and due to all of his work with 4-H and the youth of the county, he was extremely qualified to receive the award. The Fair Commission concluded this year's recipient would be John. Mike stated Meghan is already working on a "write-up" about John for the presentation ceremony during the Saturday night PRCA rodeo.

There were no 4-H comments.

Commissioner Brooker stated Road District #1 had a new road foreman, Ben Bache.

During the Fair Managers comments, Mike briefed the Fair Commission on the change of credit/debit card processors, stating the fair would be using Square and that Mike would soon purchase several Square stands and the iPads to be used with the stands. Jim noted the stands did not come with the iPads, much to Mike's chagrin, thus the purchase of iPads. Also, a printer will be purchased to print the receipts for all credit/debit card purchases.

Mike then briefed the Fair Commission on the fair's financial status and presented with the Fair Commission with the fair's financial report as well as the March claims and payroll for approval. Roberta made a motion to pay the claims, seconded by Jenny and unanimously passed.

The meeting was adjourned at 8:30 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
April 16, 2014 Meeting
Minutes

The meeting was called to order at 7:05 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Directors Jim Newman and Jenny Garrison. Director Roberta Smith attended via teleconference. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Glen Magera, Sanders County Commissioner, Meghan Phillippi, County Extension Agent, Nancy Beech, Sanders County 4-H, Justyna Thomtas of the Clark Fork Valley Press, Ron Berry and Mary Halling.

The minutes of the Fair Commission's March 19, 2014 meeting were approved on a motion by Jenny, seconded by Bruce and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the April 16th booklet for further information.

There was no public comment.

The pavilion rehabilitation specifications and official advertising were reviewed with the Fair Commission as was the signed Fair Concessions Group contract for 2014.

Mike briefed the Fair Commission on the Square debit/credit card system, demonstrating the equipment purchased to support the fair's credit and debit card ticket sales.

Under 4-H comments, Meghan stated the council was planning on rehabilitating the electrical system in the pig/sheet barn and if funds permitted, would do the same with the horse barn. The trench for the underground electrical feed will be donated and the fair will cover the cost of the installation of the wire from the power substation to the two barns. The floor for the pavilion was put on hold pending whether or not the remodel could be accomplished. Meghan commented at length on the swine disease (virus born) which is affecting breeding stock. The 4-H Livestock committee has decided no breeding animals and litters will be allowed at the fair as 4-H exhibits and the Fair Commission decided to do the same with open class. Basically, no swine breeding projects will be allowed at the fair this year.

Nancy addressed the Commission stating the 4-H horse program would start using the small arena from 6 to 9 p.m. on Tuesday nights and she would ensure all participants sign a release waiver. She had asked the Commission to waive the fee for 4-H horse participants last year. Bruce stated he would find donations to cover the cost of the fees lost from the Fair Commission waiving the requirement for 4-H. Nancy stated she would have a list of 4-H participants who would be covered by the donated funds. Nancy then asked about working the arena and was told it was her/4-H's responsibility and Chris stated they could use the packer harrow but would have to find a tractor to pull it since

the fair did not own one. Mike stated that rocks from the arena should not be chucked into the lawn as the set of blades for the mower were expensive, \$110 per blade and the mower takes three. Nancy said 4-H would use a wheel barrow to collect the rocks and would deposit them in the dumpster. Mike then stated there were complaints about the dust from the arena and that 4-H would need to water the arena using the fair's big squirt. Chris explained to Nancy what that entailed. Additionally, 4-H was asked that if they use the "pole bending" equipments that those equipments be removed from the arena and stored after their practice sessions. Also, Chris asked if the 4-H would take on the project of staining and reinforcing the stairs for the small arena crow's nest. 4-H agreed to take that on as a project.

Commissioner Magera then addressed the Fair Commission stating that they should hold the line on their budget. He stated health insurance for the county took a sizeable leap and Mike countered that no one from the fair utilizes the county's health insurance. Glen stated the County Commissioners are intent on taking over the repair/maintenance of the fairground's buildings, but wasn't sure how much money would be available this year for that budget line item.

Mike briefed the Commission on several items: the rodeo scoreboard with a suggestion the rodeo committee sell advertising space around the scoreboard to cover the cost of the unit; that he had engaged Coyote Tractor to bring an equipment display to this year's fair; that there are two new vendors, Ripples Ice Cream parlor and Yogolicious who sells frozen yogurt products; that Butch was in town and the well should be drilled shortly and that he and Phil Cook had talked and the decision was made to connect the well to the well house by the shortest route possible which means across the two midways; the fair's electrician will install lighting in the demo staging area, all wiring to be underground; and, that the Cashier's office would be expanded and remodeled this year prior to the fair. Jim asked that the RV power outlets on the 4-H midway be checked as one was not working at last year's fair. Chris stated that the Lions Club demo check-in building would be moved 40 to 50 feet west and rotated 180 degrees with the demo entry gate moving as well so that permanent calf holding pens could be built to the west of the small arena.

The financial status of the fair was briefed with it noted this was the first time the fair was ever in the "black" as to cash on hand at this time of the fiscal year. Then the claims were reviewed and authorized for payment on a motion by Bruce, seconded by Jenny and passed unanimously.

The meeting adjourned at 8:10 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
May 21, 2014 Meeting
Minutes

The meeting was called to order at 7:08 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Directors Jim Newman, Roberta Smith and Jenny Garrison. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Phil Crismore of the Sanders County Park Board, Larry Rivinius of the Fair Concessions Group, Meghan Phillippi Sanders County Extension Agent, Linda Hohenstein and Paula Snyder.

The minutes of the Fair Commission's April 16, 2014 meeting were approved on a motion by Roberta, seconded by Jenny and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the May 21st booklet for further information.

There was no public comment.

The Fair Commission discussed the Riverside Park with Phil Crismore, stating due to budgetary constraints the fair would not be able to continue to provide upkeep on the park area and recommended the Park Board hire a lawn service to maintain the beach area. Additionally, the Commission suggested the Park Board have a dumpster installed to handle the refuse and ensure that the vaulted toilet was cleaned at least weekly during the summer months. Phil replied the Park Board had hired MT Septic to pump the toilet monthly until November, when the vaulted toilet will be locked until next spring. The Fair Commission felt the toilet area itself needed to be cleaned and sanitized weekly during the summer months. Phil asked if water would be available to water the grass and Mike replied the underground system was there and whomever the Park Board hired to maintain the grass area, the fair would provide sprinkler heads for irrigation purposes. Phil then told the Fair Commission that the playground equipment would be installed the following weekend.

The Commission then addressed the usage fee charged to 4-H horse project members for the small arena. Bruce stated the Fair Foundation would receive a donation to cover the usage costs by the 4-H horse project members and Nancy Beech would provide a list of those 4-H members participating.

Mike addressed both newspaper and television advertising. He indicated the fair would run two weekly ads the first two weeks of August in all the state's weekly papers and that would be done through the Sanders County Ledger. As far as television advertising, the fair no longer will be using KXLY in Spokane but is changing to the CBS affiliate KREM due to Neilson ratings. Additionally, since KPAX already comes here for a remote transmission, KREM will be able to use KPAX's remote unit so they can broadcast a live feed from the fair to the Spokane television viewers.

Mike discussed two possible independent food vendors but it was decided both products too closely resembled what already was offered at the fair. Therefore those vendors will be placed on the fair's waiting list if and when an opening occurs.

Chris then asked Larry about a rumor he had heard about grumblings about the fair and the Fair Commission at the last Concessions Group meeting and asked why since there is a signed contract with the group. Larry responded that a few members of the group had discussed the petition being circulated to make Fair Commission positions elected rather than appointed by the County Commissioners. Larry then announced that this would be his last fair as the Group's chairman and that no successor had been selected yet. Jim stated the Concessions Group needed to ensure the terms of the contract were met in a timely manner, and especially wanted to ensure that the requirement for proof of food purveyor's insurance and liquor liability insurance was provided to the fair manager prior to the fair. Larry stated the group's treasurer was responsible for that and he would ensure the fair got a copy of both policies. Mike asked Larry if he had received the letter from the County Sanitarian requiring all groups to attend a mandatory food handling workshop being put on by the Sanitarian. Larry stated he hadn't received the letter yet but would ensure that members of all participating groups would attend.

Mike briefed the Fair Commission on the final 2014/2015 fiscal year budget and asked for comments from the Commission. He stated the major expense this coming year would be the remodel of the Cashier's office.

During 4-H comments, Meghan stated there might be a need to use some of the stalls in the open class beef barn for 4-H beef projects since so many were now in the program. Jim responded that open class had first shot at the pens but he saw no reason why unused pens couldn't be used by 4-H members.

During the Fair Manager comments, the bids for the remodel of the pavilion were opened by Chris. There were two bids, one which would only address the outside portion of the building and one which addressed all four areas of the bid request. The Fair Commission took the bids under advisement. Mike then briefed the Commission on a letter he was sending to Karen Brackett and told the Commission that Janice Arnold had been hired, in house, as a replacement for Pat Ingraham who had resigned her position.

Mike then briefed the Commission on the financial status of the fair and presented the Commission with the monthly claims. Jim moved that the claims be paid, seconded by Jenny and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, June 18th at 7:00 p.m. in the pavilion. The Fair Commission adjourned at 8:30 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
June 25, 2014 Meeting
Minutes

The meeting was called to order at 7:00 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Director Jim Newman. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included Karen Dwyer representing the 4-H Council, Carrie Guenzler representing the 4-H Livestock Committee, Alex Violo of the Clark Fork Valley Press, Kevin Kerr representing the Plains Ambulance, Patti Waldoch, Paula Snyder and Paul Shelton.

The minutes of the Fair Commission's May 21, 2014 meeting were approved on a motion by Bruce, seconded by Jim and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the June 25th booklet for further information.

Kevin Kerr, Plains Ambulance, addressed the Fair Commission about the possibility of the Plains Ambulance providing service during the fair. He was informed the fair has a multi-year contract with Hot Springs which expires after the 2016 fair. Until that time, Chris recommended he contact Randy Woods in Hot Springs to see if they needed additional help.

Patti Waldoch gave the Commission a recap of the recently held Ranch Sort event. It was highly successful and she plans on doing it again next year on the first weekend in June. She had a wish list which included more panels, a fix for the sound system and a set of stairs on the south side of the crow's nest platform leading to the elevated walkway on the platform. The event brought in \$2,005.00 to the fair.

Mike then briefed the Commission on the status of the Culinary Arts department move, the new well and the cashier's office remodeling activity.

During 4-H comments, Chris asked the 4-H to sand and re-stain the small arena crow's nest staircase and Mike asked that 4-H resume the project to re-seal the pavilion floor after the fair. Chris stated the wash rack dry well project was on hold pending the budget review and final decision on how much money the fair would have to spend on improvements this year. Additionally, the 4-H informed the Commission they were going to repair the fence and gate on the north (river side) end of the pig/sheep barn.

Mike then briefed the Commission on the financial status of the fair and presented the Commission with the monthly claims. Jim moved that the claims be paid, seconded by Bruce and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, July 16th at 7:00 p.m. in the pavilion. The Fair Commission adjourned at 7:35 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
July 23, 2014 Meeting
Minutes

The meeting was called to order at 7:02 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenoggle and Directors Jim Newman and Roberta Smith. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included County Commissioner Carol Brooker, County Extension Agent Meghan Phillippi, Karen Dwyer representing the 4-H Council, Malcolm McDowell and Carrie Guenzler representing the 4-H Livestock Committee, Justyna Thomtas of the Clark Fork Valley Press, Ed Moreth of the Sanders County Ledger, and Michele MccGuigan.

The minutes of the Fair Commission's June 25, 2014 meeting were approved on a motion by Roberta, seconded by Bruce and passed unanimously. It was announced that prior to next month's meeting, the members of the Fair Commission were invited to be the guests of the Plains Lions Club at their annual steak fry held on the fairgrounds at 6 p.m. on August 20th.

Mike then briefed the Fair Commission on the correspondence. Please refer to the July 23rd booklet for further information.

There was no public comment.

Mike briefed the Fair Commission on the following activities: the 4th of July celebration, the Cashier's Office upgrade, the water system/new well upgrade, and the electrical and telephone system upgrades.

Regarding future Stand-Downs, Jim made a motion that the Fair Commission fully supports the Stand-Down concept and will support such activities on the fairgrounds but with a different facilitator. The motion was seconded by Bruce and passed unanimously. Mike then stated he had sent an email to Terry Stephens, the VA homeless coordinator to see if there would be future stand-downs since the Fair Commission had been told at their last meeting that the stand-down concept had been cancelled by the VA. No word had been received from the VA prior to the July meeting.

Ruth briefed the Fair Commission on the status of ticket sales for this year's fair.

The subject of the Longhorns and where to put them was then addressed. Mike stated he'd moved them because he was selling the space in the Vendors Midway (where the longhorns had been the last two years) to raise additional income for the fair. And Mike had suggested the animals be placed in the demo staging area. After much discussion, it was decided to place the Longhorns next to the chain link fence which separates the pavilion parking from the parking area in the rear of the fairgrounds. They would be located to the right of the double gates leading to the rear parking area since water was available in that location. Additionally, everyone who parks in the rear will notice the animals and will come back and view them, as will most people who venture into the carnival midway which is to the left of where the Longhorns will be placed.

The Fair Commission then discussed a contract policy for the fair, with input from County Commissioner Carol Brooker. The issue will be ongoing and addressed again after the conclusion of the fair.

During 4-H comments, 4-H stated they would repair/replace the gate at the end of the sheep barn. Also, they're ready for Weatherly Electric to upgrade the power to both the pig/sheep barn and the horse barn.

County Commissioner Brooker stated she and her road crew had been talking about the arena and how difficult it is to work now with all the clay mixed in with the sand. The idea is to remove about 10 inches of material from the arena and replace it with sand. That will happen after the fair. Carol also addressed the overtime by her crew for the Youth Rodeo. Chris responded that Martha McClure would reimburse the county for those overtime expenses. She just needed to know how much it was and then a check would be issued.

Mike then briefed the Commission on the financial status of the fair and presented the Commission with the monthly claims. Jim moved that the claims be paid, seconded by Roberts and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, August 20th at 7:00 p.m. in the pavilion. The Fair Commission adjourned at 8:10 p.m. Following the meeting, the Fair Commission toured the ongoing improvements being implemented on the grounds.

Approved: _____ Date: _____

Sanders County Fair Commission
August 20, 2014 Meeting
Minutes

The meeting was called to order at 7:00 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenoggle and Directors Jim Newman, Jenny Garrison and Roberta Smith. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included County Commissioners Carol Brooker and Glen Magera, County Extension Agent Meghan Phillippi, Karen Dwyer representing the 4-H Council, Malcolm McDowell and Carrie Guenzler representing the 4-H Livestock Committee, Rachel Hulce representing Chicks N Chaps, Michele McGuigan representing Miss Rodeo Montana and Alex Violo of the Clark Fork Valley Press.

The minutes of the Fair Commission's July 23, 2014 meeting were approved on a motion by Roberta, seconded by Jim and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the August 20th booklet for further information.

During public comment Michele McGuigan addressed the Fair Commission about the Miss Rodeo Montana program and the current queen coming to the fair. The cost was around \$200 and Michele was going to seek private donations to cover the expense. Rachel Hulce briefed the Commission on the upcoming Cowgirls Kicking Cancer, formerly Chicks N Chaps, event at the fair.

Mike then briefed the Fair Commission on the various construction projects on the grounds: cashier's office, water system and electrical/telephone/data upgrades. And Ruth briefed the Commission on the fair's ticket sales status. The email from the Veteran's Administration was presented to the Commission, defining that future stand-downs would be for homeless veterans only.

The Commission then addressed the Contract policy for the fair. It was noted that the repair work for the pavilion was put on hold after the contractor who placed the lowest bid went out of business. So after much discussion, the Commission decided to table the subject until the October meeting.

During 4-H comments, Meghan informed the Commission that 4-H would sponsor a Buyer Appreciation Breakfast the morning of the sale.

County Commission Glen Magera stated the County Commissioners would look into the pavilion repair contract after the fair.

Mike then briefed the Commission on the financial status of the fair and presented the Commission with the monthly claims. Roberta moved that the claims be paid, seconded by Jenny and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, September 17th at 7:00 p.m. in the pavilion and dedicated to a critique of the just completed fair.
The Fair Commission adjourned at 7:52 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
September 17, 2014 Meeting
Minutes

The meeting was called to order at 7:040 p.m. in the pavilion by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenoggle and Directors Jim Newman, Jenny Garrison and Roberta Smith. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included County Commissioners Carol Brooker and Glen Magera, Pat Bursell, Sanders County Fair Cashier, County Extension Agent Meghan Phillippi, Karen Dwyer representing the 4-H Council, Justyna Tomtas of the Clark Fork Valley Press, Larry Rivinius and Don Burrell of the Fair Concessions Group, Randy Woods of the Hot Springs Fire Department (Fair EMS), and Ken Matthiesen representing American Legion Post 52 and the Plains Lions Club.

The minutes of the Fair Commission's August 20 July 23, 2014 meeting were approved on a motion by Roberta, seconded by Jenny and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the September 17th August 20th booklet for further information.

There was no public comment.

The Cashier's complete, and final report regarding the fair's income was presented to the Fair Commission.

Then members of the audience who participated in the fair commented.

Randy Woods, EMS, stated it was a good fair, bee stings were down and the fair was basically uneventful. He did state that the "relief" help from another agency bailed on him on Monday of the fair but his team worked extra to ensure the fair was properly covered.

Ken stated the Lions Club was happy with the results of the Demolition Derby, stating the revised rules made it easier for participants to prepare a car and run in the event which resulted in the Plains event having more cars than Missoula and Kalispell combined. He stated work will be done to refine the rules a bit more and the Calcutta will be reworked so that it runs smoothly and quickly.

The Concessions Group complained that they were expected to pay the bill for the steam cleaning of the sewer line running from the French fry booth to the septic system. The Fair Commission and manager stated they were the only ones who ever use that booth and that the grease which accumulated in the line had to come from that booth. Therefore they would pay for the steam cleaning of the line. They also complained that the on demand hot water heater supporting the French fry booth was inoperative a lot of the time; Energy Partners performed a per-fair check of all propane fired equipment, and all of that equipment was working properly prior to the fair. They also pointed out two deficiencies, the straps holding the burners in Hamburger booth #1 are rusted out and need to be replaced and the cover protecting the propane access line to Hamburger booth #2 needs to be replaced. Finally, they asked if they would be provided the fair's gas fired Gator for use during next year's fair and Mike stated yes, because it has turf tires and doesn't tear up the lawn.

4-H was happy with the fair with no major problems. Meghan asked about the "roto roter" bill and Mike said that was from last year, not this year as the fair hired Bill Newman to clean the wash rack line and his fee is considerably less than Roto Rooter's bill. Meghan stated 4-H and the manager needed to do a walk-through of the facility prior to next year's fair; Mike agreed and stated the 4-H/Fair MOA needed to be reviewed as well.

Fair Commission members had several comments about the fair, one addressing 4-H members leaving Sunday and going through the demo staging area and one about a toilet running consistently in the woman's bathroom under the center grandstand.

The County Commissioners informed the Fair Commission members that everyone of their terms were up this fall except for Jim and that they all needed to reapply if they wanted to continue to serve on the Fair Commission. The County Commissioners are going to try and get the Fair Commission members terms staggered so that they all don't expire at the same time. The County Commissioners also stated they had nothing in writing from the Fair Manager about next year's fair being his last. Mike stated the Commissioners would have that in writing the next day. Glen ended the County Commissioners comments by stating he had received no complaints about the fair, nor had Carol.

Following the fair critique, Mike briefed the Commission on the financial status of the fair and presented the Commission with the monthly claims. Jenny moved that the claims be paid, seconded by Roberta and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, October 15th at 7:00 p.m. in the pavilion. The Fair Commission meeting adjourned at 7:55 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
October 15, 2014 Meeting
Minutes

The meeting was called to order at 7:01 p.m. by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Directors Jim Newman and Jenny Garrison. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included County Commissioners Tony Cox and Carol Brooker, County Extension Agents Meghan Phillippi and Jason Badger, Alex Violo of the Clark Fork Valley Press, Michele McGuigan and Bobby Mayes.

The minutes of the Fair Commission's September 17, 2014 meeting were approved on a motion by Jenny, seconded by Jim and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the October 15th booklet for further information.

There was no public comment.

Mike briefed the Fair Commission on the proposed revenue sources for the fair, stating the County had received word from the State Department of Revenue that the county would see at least a 15% decline in property taxes this coming year due to reappraisal, and therefore the fair could expect its tax support to decline as well. Additionally, Mike pointed out the fair could no longer depend on the demolition derby as the prime source of revenue for paying for the fair. So he presented five areas to the Commission members for their consideration:

- (1) A Monster Truck Rally event in the main arean on Saturday afternoon to tap the Saturday crowd;
- (2) Making the demolition derby more family friendly by making the west bleachers a non-drinking area and setting it aside for families where adults would pay \$15 per seat and children \$10 per seat (those tickets must be sold as a family-unit, at a minimum one adult and one child);
- (3) Instituting a partial gate fee where if you park on the fairgrounds and pay the parking fee, you and whomever is in your vehicle (maximum amount based on number of seat belts in the vehicle), may enter the fair at no charge except for the parking fee, those patrons who do not park on the fairgrounds will pay a gate fee of \$5 per person, cars will be issued a daily parking pass and all people entering the fairgrounds, either by vehicle or through a pedestrian gate, will be issued a wrist band so that people may come and go as many times as they wish throughout the day without being assessed an additional fee;
- (4) 4-H will no longer camp on the fairgrounds for free but will pay the same as our "dry camp" visitors, \$40 for the week, and those 4-H families who participate in barn patrol duties will have a 20% reduction for their camping fee, paying \$30 for the week; and,
- (5) The fair assumes the management of the non-profit concessions group, providing the purchasing agent, all food purchasing as well as what food products will be

sold, total money management, training for equipment use by all non-profits, and other activities as required while guaranteeing each booth will receive a stipend of \$3500.

The fair commission was asked to review each proposal and be prepared to discuss them at following meetings.

The exterior of the pavilion was discussed since the siding along the east end of the building, on the kitchen exterior wall, has all but disintegrated. The only money available for the remodel of the exterior of the building is the Brackett money and there is not enough to cover the costs of that exterior refurbishment. Both the Board of County Commissioners and the Fair Commission will discuss this further at their November meeting.

Mike briefed the Fair Commission on the status of the Christmas lights stating one out of every three trees is completely inoperable and those lights would have to be replaced, and that of the remaining trees, half of them had at least a partial outage of lights. Mike recommended that based on the cost to replace the light strings, including the cost of a man-lift to place the lights, that the Christmas lights not be turned on this year. Instead Mike suggested the main flagpole be decorated as a large Christmas tree and that the "manger scene" be placed alongside the flagpole for the Christmas season. Jim asked how much it would cost to replace the damaged lights and Mike estimated \$4,000 for the lights and \$1,000 for the man-lift, stating the fair foundation does not have that kind of money available to spend.

Meghan stated 4-H would pay the assessed pavilion cleaning fee and that next year, both the fair and county extension agents would do a walk through prior to the fair and immediately following the fair. She stated that refurbishment of the pavilion's main hall floor will occur this fall/winter. She was told the fair had paid for the "roto roter" job of the wash rack and the money the 4-H set aside for that could be applied to the pavilion floor refurbishment. Chris stated that 4-H didn't get the small arena's crow's nest stairway refurbished and they need to have that accomplished before next year's fair. Michele stated the sound system didn't work and Mike responded that it was because the mixer board was missing. With the mixer board for the main arena replaced, the old one could be used to power the sound spheres.

Tony stated that the County Commissioners will be interviewing the one individual who applied to be appointed to the fair commission and that the fair commission would have to determine a way to stagger the individual board members terms so that they didn't all expire at the same time.

Mike stated the only thing he had was that he had placed the bill from the Ledger for new fair commission members in the County Commissioners booklet since that was not a bill the fair paid for.

Mike briefed the Commission on the financial status of the fair, stating the money in the fair's electronic deposits account and additional sum of almost \$44,000 had not

been deposited into the fair's revenue account, but had been placed in an unclaimed property account by the County Treasurer. But that when those income funds were properly applied the fair would be around \$26,000 in the red, normal for this time of year following the annual fair. He then presented the Commission with the monthly claims. Jim moved the claims be paid, seconded by Jenny and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, November 19th at 7:00 p.m. in the pavilion.

The Fair Commission adjourned at 7:45 p.m.

Approved: _____ Date: _____

The review and revision, if necessary, of the Fair Manager's job description was delayed until the January meeting to see if the County's Personnel Director could be present.

Jim requested that the Fair Commission be able to review the proposed expenses for the coming fiscal year. Mike stated he would have "working papers" of the proposed expenses available at the January meeting.

Mike briefed the Fair Commission on the proposed Monster Truck Rally, the family-friendly Demolition Derby seating as well as a proposal to charge 4-H campers the same rate as all other campers who attend the fair. Both Chris and Glen stated they would like to see the Monster Truck Rally held on Sunday of the fair rather than on Saturday and Jim stated that we should not implement the 4-H camper fee without further review and discussion. Jenny did state that other fair's charge 4-H for camping and some sort of fee should be assessed to cover the electrical costs associated with the 4-H camping.

Mike then addressed the subject of a parking/gate fee proposal which the Commission took under advisement to discuss again at the January meeting. And Jim stated the Fair Commission needs to have a working meeting with the members of the Fair Concessions Group. Mike will get a list of the member organizations, with points of contact, mailing addresses and telephone numbers and attempt to set up a working meeting a week before the January 21st meeting. Mike informed the Commission of the removal of the large cottonwood tree next to the caretaker's house.

Regarding the remodel of the pavilion exterior, Chris stated he would contact Bill Susic and talk with him about remodeling, at a minimum, the exterior of the pavilion around the kitchen since that siding is deteriorating rapidly.

There will be no Christmas light display this year due to the extensive damage incurred during the fair to the existing lights. The Fair Foundation does not have the necessary funds to repair/replace the lights and lease a man-lift.

There were no 4-H comments.

The County Commissioners stated Regina needed to be present for any discussion regarding the fair manager's job description and that Chris should talk with her to get an idea what other fairs were paying their managers.

Mike briefed the Fair Commission on the financial status of the fair, stating the County Treasurer had finally moved the deposits made by the fair immediately following the fair from unclaimed property to the fair's account. Additionally, the Treasurer also had transferred the funds from the fair's electronic deposit account into the fair's monetary account. He then reviewed the November and December claims with the Fair Commission. The claims were approved for payment on a motion by Roberta, seconded by Jim, and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, January 21, 2015, at 7:00 p.m. in the pavilion.

The Fair Commission meeting adjourned at 8:28 p.m.

Approved: _____ Date: _____

Sanders County Fair Commission
November 19, 2014 Meeting
Minutes

The meeting was called to order at 7:09 p.m. by Fair Commission Chairman Chris McGuigan. In attendance were Vice Chairman Bruce Icenogge and Directors Jim Newman, Roberta Smith and Jenny Garrison. Also attending were Fair Manager Mike Hashisaki and Fair Secretary Ruth Hamilton. Guests included County Commissioners Carol Brooker and Glen Magera and Alex Violo of the Clark Fork Valley Press.

The minutes of the October 15, 2014 Fair Commission meeting were approved on a motion by Jenny Garrison, seconded by Jim Newman and passed unanimously.

Mike then briefed the Fair Commission on the correspondence. Please refer to the November 19th booklet for further information.

There was no public comment.

The review and revision, if necessary, of the Fair Manager's job description was delayed until the January meeting to see if the County's Personnel Director could be present.

Jim requested that the Fair Commission be able to review the proposed expenses for the coming fiscal year. Mike stated he would have "working papers" of the proposed expenses available at the January meeting.

Mike briefed the Fair Commission on the proposed Monster Truck Rally, the family-friendly Demolition Derby seating as well as a proposal to charge 4-H campers the same rate as all other campers who attend the fair. Both Chris and Glen stated they would like to see the Monster Truck Rally held on Sunday of the fair rather than on Saturday and Jim stated that we should not implement the 4-H camper fee without further review and discussion. Jenny did state that other fair's charge 4-H for camping and some sort of fee should be assessed to cover the electrical costs associated with the 4-H camping.

Mike then addressed the subject of a parking/gate fee proposal which the Commission took under advisement to discuss again at the January meeting. And Jim stated the Fair Commission needs to have a working meeting with the members of the Fair Concessions Group. Mike will get a list of the member organizations, with points of contact, mailing addresses and telephone numbers and attempt to set up a working meeting a week before the January 21st meeting. Mike informed the Commission of the removal of the large cottonwood tree next to the caretaker's house.

Regarding the remodel of the pavilion exterior, Chris stated he would contact Bill Susic and talk with him about remodeling, at a minimum, the exterior of the pavilion around the kitchen since that siding is deteriorating rapidly.

There will be no Christmas light display this year due to the extensive damage incurred during the fair to the existing lights. The Fair Foundation does not have the necessary funds to repair/replace the lights and lease a man-lift.

There were no 4-H comments.

The County Commissioners stated Regina needed to be present for any discussion regarding the fair manager's job description and that Chris should talk with her to get an idea what other fairs were paying their managers.

Mike briefed the Fair Commission on the financial status of the fair, stating the County Treasurer had finally moved the deposits made by the fair immediately following the fair from unclaimed property to the fair's account. Additionally, the Treasurer also had transferred the funds from the fair's electronic deposit account into the fair's monetary account. He then reviewed the November and December claims with the Fair Commission. The claims were approved for payment on a motion by Roberta, seconded by Jim, and passed unanimously.

The next meeting of the Fair Commission will be on Wednesday, January 21, 2015, at 7:00 p.m. in the pavilion.

The Fair Commission meeting adjourned at 8:28 p.m.

Approved: _____ Date: _____