

DATE: Tuesday, February 20 2018
 TIME: 5:30 pm
 LOCATION: **AG CENTER**

AGENDA: (subject to change at the discretion of the Board)

Time	Topic	Presenter
05:30:57 PM (00:00:01)		
1.0	Welcome	Jeff Wade
1.1	Pledge of Allegiance	
1.2	Call for Attendance: Present were Fair Board Members: Chairman Jeff Wade, Vice-Chair Brenda York, Ann Marie Moran, Mike Everts, K.C. McLaughlin; Commissioner Joe Skinner; Fairgrounds Staff: General Manager Dennis Voeller, Finance Manager Rachel May, Operations Foreman Kole Kuntz, Office Manager/Board Secretary Linda Blomback; Guests: Bozeman Baseball: Jim Ullman & Jason Jarrett; Gallatin 4-H Twisters: Heidi Donnelly, Brent Donnelly, Grace Donnelly, Calla Donnelly, Cora Baeth, Erica Berger & Toni Berger; Gallatin County Tennis Group: "Poppy" Heather Gard & Jesse Sobrepena. Absent was Fair Board Member Conrad Anker.	
1.3	Review & Approval of Minutes 9-19-17, 10-17-17 & 1-23-18 Brenda York moved to approve minutes Ann Marie Moran seconded Unanimous for, motion carries	
05:32:38 PM (00:01:42)		
2.0	Call for Public Comment	Jeff Wade
2.1	Gallatin 4-H Twisters <ul style="list-style-type: none"> Four 4-H youth representing 4-H Twisters Club – Overview of their horse drill team; thanked the Fair Board for their support Discussion: <ul style="list-style-type: none"> Where do they perform? – State, the Fair, Bozeman Stampede and others How can the Fair Board help them? – Continue to keep supporting them and inviting them to perform at the Fair. 	Heidi Donnelly
2.2	Gallatin Co Tennis Group <ul style="list-style-type: none"> Local group interested in building an indoor tennis facility Either 2- or 4-courts (15,000-40,000 square feet) Her husband is an architect and would donate his services for the project. Discussion: <ul style="list-style-type: none"> Will low income youth be able to use the facility? – Absolutely, looking at working through a non-profit What is their anticipated timeline? – Hoping to have it built within a year if possible Fair Board would need to change the Fairgrounds' masterplan first Have they seen the template for the contract between the Fairgrounds & BAHA? Yes Funding is part of the planning process. They have a charitable trust that would be funding it. Next Steps: Communicate with Dennis and get a business proposal, eventually the Commissioners will need to approve the plan 	Poppy Gard
2.3	American Legion Baseball <ul style="list-style-type: none"> Proposal to enclose the area under the grandstand at the American Legion ballfield Have grown to 3 teams; over 50 kids 	Jim Ullman

- *Current locker rooms are insufficient; also in need of storage and ticket room*
- *Want to match the green corrugated metal and replace some painted plywood*
- *Also working on fixing their sign.*
- *Discussion:*
 - *Does this replace the other building that was proposed? – No, but this would happen first as this is in their budget.*
 - *They also want to replace the lights which is a \$150,000 project*
 - *When would they start? – As soon as possible, need to get building permits, etc. Opening day is April 14, but can work on it during season.*
 - *Insurance would need to be adjusted.*
 - *Would need to come back next month to be voted on by the Fair Board.*
 - *Have they looked at the code? Yes. No plumbing, but electric, venting needed. The type of construction will affect the insurance.*
 - *Need to work with Dennis & get it on the agenda.*
 - *What is the budget? – Hoping to be less than \$10,000; will use volunteer labor*
 - *Insurance will look at full replacement not including volunteer labor – He will have their architect get a value.*

[06:10:45 PM \(00:39:49\)](#)

3.0 Gallatin County Commission Report

Joe Skinner

- *Mill levy will probably not work, but Open space bond would probably work*
- *They have some mills available that they may offer to the Fairgrounds*
- *Discussion:*
 - *When would the mill be available? Half in November, half in May*

[06:14:09 PM \(00:43:13\)](#)

4.0 Financial Report

Rachel May

4.1 Aging

Discussion: *Appreciative that Rachel works on keep accounts up to date*

4.2 P & L

- *Up \$75,241; last year at this time we were in the hole \$15,140, mostly due to Fair*
- *Facility rentals up 13%*
- *Wedding show was good networking; besides weddings, new shows include 2 vintage shows, wholesale trade show; mostly advertising by word of mouth*
- *Discussion:*
 - *Are we looking at increasing our rates? – No, we just bumped our rates so won't change them for 3 years.*
 - *Timeline for budget to Fair Board? – Need to get numbers to Ed Blackman first. Probably April.*

[06:21:25 PM \(00:50:29\)](#)

5.0 Manager Report

Dennis Voeller

5.1 Big Sky Country State Fair – livestock entries, penning (see handout)

- *4-H numbers are exploding, especially goats and sheep.*
- *Need to buy more pens, but do not have capital allocated for pens. Visited with Ed Blackman about money to fund \$40,000 in new pens and is wanting approval to use money from allocated projects that could be postponed to next FY.*
- *Three potential projects to reallocate money from: 1. Engineering documents for multi-purpose building \$20,000; 2. Rabbit Barn demolition \$10,000; 3. Part of landscaping \$14,000.*

- 4' x 8' pens for goats, sheep & hogs. When multipurpose building is built, we can rent out the new pens.
- Current sheep barn would be used for backup horse stalls.

Brenda York moved to allow Dennis to postpone the funding of the multipurpose engineering documents, the rabbit barn removal & \$14,000 from landscaping to put toward pens for excess animals that could be used in the multipurpose building in the future for a total of \$44,000.

Ann Marie Moran seconded

Unanimous for, motion carries

5.2 Project Update – (see handout)

- *Waiting for impact study by NRMEDD*
- *Reminder of plans: Walker Construction – Murdoch style building- posts, walls, roof, electric, air conditioning, concrete floor with dirt moved in and out*
- *Discussion:*
 - *Did board make a decision on building? – Only conceptual.*
 - *Ann Marie's comments:*
 - *Concerned about the conceptual size and flooring of the building. We could build a larger building. 40,000 sf would not fit most horse events.*
 - *Putting in temporary bleachers take away from the event space.*
 - *Haynes Pavilion is 24,000 sf; Anderson Arena is 45,000 sf which is just the arena.*
 - *Concrete is about \$60/square yard conservatively. Could be a million dollars in just concrete.*
 - *She thinks we could build a 55,000 sf building with a dirt floor; would be large enough for all sanctioned horse events, monster trucks, concerts which we can make money off of alcohol sales.*
 - *State 4-H horse show is going to Park County because there is no arena in Gallatin County large enough to host it.*
 - *We could add concrete at a later date; could also purchase a roll out rubber floor. 55,000 sf building with dirt floor could be done for \$4 million. With temporary or fixed seating.*
 - *We want animals housed in the building during Fair and other livestock shows.*
 - *Appreciation for Ann Marie's input*
 - *Dennis – original thought was to build what we could afford; having to find money for a concrete floor at a later date may be difficult.*
 - *Jeff – Need to contact user groups to see what they want; dirt, hard pack dirt, concrete; not convinced we need a concrete floor.*
 - *Dennis – familiar with dirt floor from Ozark Empire Shows; key is to get mechanicals to handle large events.*
 - *Mike – 2 different buildings being talked about. Need to incorporate the new information in the pro forma.*
 - *Next Steps: Dennis offered to update pro forma for the Fair Board to review.*

5.3 County Department Facility User Fee – Elections, Supt of Schools-Home School

- *Have 2 requests from Election Department and Superintendent of Schools to waive their user fee.*
- *Discussion:*
 - *Jeff has discussed it with County Administrator Jim Doar who doesn't believe we should be charging the Elections Department*

- Rachel explained that the Elections Department (Clerk & Recorder) reserved Building 4 for 4 days to include training and setup/tear down.
- Joe responded that it is moving tax money around; either they give the money to Clerk & Recorders & Superintendent of Schools or give it to the Fairgrounds.
- Are these two departments the only ones who should get rent for free?
- Mike – need to come up with a delineation so Rachel can refer to policy.
- Not many county departments using the Fairgrounds.

Mike Everts made a motion to approve the waivers for Elections and Superintendent of Schools Homeschool testing and create a policy for County Department uses be brought to the Board for approval if they are not going to have a fee associated with them.

K.C. McLaughlin seconded
Unanimous, motion carries

5.4 Staff – Marketing/Sponsorship

Contracted with Carrie Gilman who has a marketing/sponsorship background – started Feb 13. She is picking up speed quickly; familiar with Fairgrounds.

[07:11:21 PM \(01:40:25\)](#)

8.0 Business Items

Jeff Wade

8.1 Board Approvals by Commission: Two-year terms each

8.2 General Policy Discussion & Approval

8.3 Bylaws Discussion:

8.3.1 Vacancies for Board – board composition to include 4H Ext. Agent Kelton

- Tough to get everyone here. Have 9 positions, 6 currently
- Jeff recommends that we reduce to 7 positions, quorum would be 4, 5 for bylaws.
- Can't vote on bylaws due to needing 6 members tonight.
- We can send a recommendation to Commissioners to go from 9 to 7 members.
- Rachel has a friend interested in joining; Jeff talked to Kelton Jensen about possibly joining.

K.C. McLaughlin made a motion that we have Dennis pen a letter to the commission that we go from 9 to 7 members.

Brenda York seconded

Discussion: Mike requested to see a copy of the letter

Unanimous for, motion carries.

8.3.2 Meeting Occurrence – Meet monthly, quarterly – further discussion

- Only met quorum 5 times in 2017
- How long would quarterly meetings be?
- When multi-purpose building gets closer, will need to meet more often.
- If quorum is not met at quarterly meeting then have to wait another 3 months.
- New Master Plan needs to be reviewed. Don't want to wait for 3 months.

8.3.3 Bylaws Approval – tabled, no quorum

8.4 Election of Officers – tabled, no quorum

Additional discussion items: Master Plan update at next meeting and possibility of MSU Sr student to do drawings for multipurpose building.

[07:26:18 PM \(01:55:22\)](#)

9.0 Adjournment

Jeff Wade