

## **Butte Silver Bow Fair Board**

Perkins Meeting Room

Meeting Minutes

July 19, 2016

**Opening:** 6:30 pm

The meeting was called to order by Brian Holm, Chairman.

### **Present:**

Brian Holm, Lisa Pedersen, Linda Rosin, Trish Blakely, Andy Larson, Joe Kelly, Heather Kelly, Bill Melvin, Jason Ueland, John Sorich, Linda Rosin.

#### **A. Approval of Minutes**

June 20<sup>th</sup> Minutes read and approved.

#### **B. Treasurer Report**

Balance : \$3,991.45. See Attachment 1.

#### **C. New Business**

Don Berryman, Diana Widhlam, Donna Hiekenin, Henry Klobucar, Brian Garrett, Justine Dallaserra have resigned from Fair Board. Due to their resignations Vice Chair and Treasurer are vacant.

Selection of Vice Chair and Treasurer tabled. Linda Rosin agreed to do Treasurer Duties until position can be filled.

The board voted Brian Holm, John Sorich and Linda Rosin to be the signing parties on all bank checks and banking transactions.

Board member roles and duties:

Advertising – Scott Parini contacted Lisa – He will contact Glacier Bank and Les Scwab Tire regarding doing a remote at the fair. Fair Board will be responsible for \$50. Lisa will follow up with Scott.

Past year we spent \$3500 on advertising but budgeted for \$4000. Board agreed to \$3000 for radio ads. \$1500 KBOW and \$1500 to KAAR. Lisa and Brian will make arrangements for kids to record ads.

Sponsorship/ Fundraising -

Town Pump – letter has been sent. They need follow up. Brian will check in to this.

Whalen Tire did \$1000 last year - Lisa will follow up on this.

Headframes – gave \$500 last year. Linda will follow up on this. She initiated the process earlier this month.

REC – Joe Kelly will check with them.

ZIP Beverage – Bill will follow up with them.

Brian will check with 360 Office on the \$420 then usually donate.  
Heather will follow up on Murdock's – with Anne at corporate office.

Heavy Equipment – Equipment still reserved at Sun Rental. Brain is trying to get BSB Reclamation Department to till the arena ground prior to set up. Has contacted Eric Hassler.

Brian has called T & E Equipment, RHR Construction and Markovich Construction asking them to donate equipment.

Jared Parnell (All-In-One Contracting) is donating water truck for arena.

Exterior Layout – Bill is calling Dreamland Carnival to work out details. Food vendors will be in the same place. Big tent in the same place. Details on Beer Fest and Bears will be worked out.

Vendor and Entertainment contracts

Northwestern Energy will have a sandbox with excavator for the kids to dig in – booth will be approximately 40 linear feet. Available during fair hours. Purpose digging safety

Electric and gas demonstration on Friday. Louie and Sniffie will be roaming around during the fair.

Andy sent an email to the Bluffet to work out final details regarding lighting. Waiting for response.

Reviewed the other contracts. Everything is good.

John will check in to ice cream from Meadow Gold – 4 - 3 gallon containers of vanilla.

He will contact Quarry Brewery for root beer – 4 containers.

Need 30 bales for Redline Sports and Kiddie Play Park.

Entertainment Accommodations - Linda talked to Comfort Inn about 10 nights worth of rooms. Jason talked to Butte Plaza Inn about 10 nights of rooms.

4-H in confident they have set-up and tear down coordinated.

The sawdust is planned for Monday morning. Tony 846-1600 Sun Mountain Lumber Deerlodge. Probably only need a 1/3 to 1/2 truck of saw dust.

Fencing – Board decided to cancel order of fencing from Continental Fence. Use Bike fence around walking trail area. Brian will hire Timberline Security to patrol during fair and night hours – \$24.50 per hour.

Volunteers - Board discussed asking Matt Vincent for volunteers and youth county help early in the mornings for cleanup, and on the days of set-up and take down.

Presale of carnival tickets. Bill will check to see when time slots are good for Civic Center and took ten books. Brian took 3 books to try to sell at work. Lisa reserved the remaining. Brian is going to contact Maria Porchevina with the Conservation & Visitor Bureau. Asking for a grant to pay for presale ticker. We can then do giveaways on the radio, Facebook etc.

#### **D. Old Business**

##### Entertainment

Mini Buckers. Bill needs more information regarding arena set up and design. Heather had a sketch but more details are needed. Want to get on that this week.

Doug Clark has judges scheduled.

Need to purchase vests – Jason and Perkins will sponsor vest purchase for \$1200. Heather is still looking into helmets.

Chris Fisk will do announcing. Still need arena entertainment.

Garden Club – out. Still have flower show through Open Class though.

Reviewed Schedule and Pamphlet. Made a couple corrections. Approved Schedule. Lisa will send to Pit printers for printing and the schedule will go up on website.

Brew Fest - Bill brought posters and advertising to hang around town. They hired Ken Rich to entertain prior to Bluffett.

Board decided to rent 6 porta potties – 2 for up on the hill and 4 by Beer Fest.

Reviewed 4-H schedule to make sure it matched the Fair Schedule.

Lisa and Linda will continue to work on Open Class Judges. Board decided to have Rabbit and Poultry show again this year. Lisa will get info up on website. Brian will check into sharing judge with 4-H.

No Public comment.

Next Meeting July 26, 2016, 6:30 pm, HOPS.

#### **Adjournment:**

The meeting concluded at 7:40pm.

Minutes submitted by: *Lisa Pedersen*

Attachment 1.

SILVER BOW COUNTY FAIR BOARD

Financial report April 1, 2016 to June 30, 2016

BEGINNING BALANCE: \$9,013.90

INCOME:

DATE	SOURCE	AMOUNT
4/11/16	Montana Tech sponsorship (2015)	\$1,500.00
4/11/16	Silent Auction (2015)	\$105.00
6/8/16	Glacier Sponsorship	\$100.00
6/20/16	Musick Quarterhorse sponsorship	\$200.00
	TOTAL	\$1,905.00

EXPENSES:

DATE	CK #	TO WHOM	FOR	AMOUNT
2/22/15	2245	Lisa Pedersen	Ribbons	\$47.45
3/28/16	2246	Donna Heikkinen	Thank you supplies	\$80.00
4/11/16	2247	Encore Entertainment	Hypno Hick deposit	\$1,500.00
4/18/16	2248	Flashback Management	Bluffett Concert deposit	\$3,750.00
6/8/16	2249	Great Rockies Production	Fishing pond deposit	\$300.00
6/9/16	2250	Montana Mini Buckers	Mini Buckers deposit	\$1,250.00
		TOTAL		\$6,927.45

ENDING BALANCE: \$3,991.45

Checks still out:

#2192 for \$5.00