

**FLATHEAD COUNTY FAIR COMMISSION**  
**Meeting minutes from November 21, 2013**

The November 21, 2013 meeting was called to order by Wes McAlpin at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

**Roll call of members:** Wes McAlpin, Sam Nunnally, Butch Woolard, Michael Moffitt were present. Gary Krueger was absent.

**Guest present:** Sharon Askelson.

**Agenda approval:** Sam moved to approve the agenda as presented. Seconded by Michael. All were in favor.

**Previous Meeting Minutes:** October 10<sup>th</sup> Board meeting minutes were reviewed. Sam moved to approve the minutes as presented. Michael seconded the motion. All members were in favor.

**Public Comment:** Sharon was pleased the 2014 rate schedule didn't include an increase to the Expo building. No further comments were received.

**Manager's Report:** Mark reviewed the Commissioner's update including projects underway, a community service project by Kalispell Middle School, current events scheduling, and grounds projects. The culti-packer will be repaired rather than exchanged for a cost of approximately \$3000. No decisions yet on the Grandstand entertainment but options are being considered. A pair of contemporary Christian acts has been proposed that may be viable. Chris Young has verbally confirmed at this time. Office and financial procedures are being reviewed and revised following an internal review. Steps are being put into place to correct findings. The October financial report was reviewed with revenues down from previous year and budget due to Chris Young cancellation. Other journal adjustments are being made to reflect budget and actual revenues/expenditures accurately.

The 2014 recommended rental rates and booking procedures were presented. New spacing and move-in/out procedures were explained. The effect of these should be a revenue increase of approximately \$5000 for the year while remaining as equitable as possible. Costs continue to increase and these rates will be monitored as the year moves forward.

The NW Montana Fair & Rodeo was recognized as the most improved footing in the Montana Circuit by WPRA. A press release will be issued.

Montana Horse Racing Board has awarded 2014 dates to Great Falls and Miles City. Sam asked what our plan was. Discussion followed.

**Committee reports:** Michael reported on his attendance at RMAF. The seminars were outstanding, especially enjoying the presentation on sponsorships and partnerships. It was a great experience. No further reports.

**Old Business:** A pre-conference meeting on the Grandstand RFP will be held tomorrow at 2 pm. The review process was covered and selection procedures covered.

The Infrastructure RFP is in final draft form and will be sent out quickly. Following this release, the Fairgrounds final master planning scope will be developed and released.

**New Business:**

December meeting date poses a conflict with attendance to IAFE. After discussion, Wes asked for a motion to cancel the December meeting. Butch moved and Sam seconded the motion to cancel the December 12<sup>th</sup> meeting. All in favor, motion passed.

Discussion on future RMAF conference locations was held. Mark was voted in as the RMAF NW District Director for a 3 year term.

No further business was held. A motion to adjourn the meeting at 7:20 pm was made by Sam, seconded by Butch; question was called with all in favor.

Submitted by: mc

Approved as submitted:

W. McFar  
Chair

1/9/14  
Date