

# MIDDLE PARK FAIR & RODEO

ESTABLISHED IN 1912

Minutes from: Monday, March 25, 2019 @ Kremmling Chamber  
Special Meeting

The special meeting for the Middle Park Fair & Rodeo was called to order at 6:38 PM by the President Janet Engel.

**Fair Board Members Present:** Janet Engel, Carol Culbreath, Dakota Docheff, Holly Hester, Tara Sharp and Christy Horn.

**Approval of Agenda:** Carol made a motion to approve the agenda, Holly seconded the motion.

## Old Business:

**Schedule Rearrangement:** The finalized entertainer contract was signed for August 10, 2019. This forced some logistic changes to the schedule. The following schedule items were changed to:

### Friday, August 9, 2019

Buyer Appreciation Dinner @ 5pm

Livestock Awards @ 6:30 pm

Jr Livestock Sale @ 7pm

Street Dance @ 9pm

Beer Garden 5pm – 10:30pm

### Saturday, August 10, 2019

Horse Race Calcutta @ 9am

Horse Races @ 10am

Ranch Rodeo Calcutta @ 11am

Ranch Rodeo @ Noon

Concert Gates Open @ 6pm

**Scope of Work:** Tara will create a scope of work between the Kremmling Chamber of Commerce, and the Middle Park Fair & Rodeo. It will show a list of everything each party is responsible for booking and paying for.

**Ultimate Ask:** Tara will also work with Ed on creating documents to take to the Grand County Commissioners for an ultimate ask of upfront funds for the concert entertainment. This will take the financial burden off of the fairboard and chamber until the event is complete, and will then be refunded to the commissioners account after the event.

**Porta Potties:** Royal Flush submitted a bid for \$4,000 for the 30 porta potties to be delivered/serviced/picked up. Tara will work on trying to get Good to Go to work on a similar bid, with the intentions to sponsor most of the bill. She will update everyone at the next meeting.

**Event Security:** High Mountain Security will be scheduled for concert security, they have committed 14 security officers and one supervisor.

**Parking Logistics:** We will need to work with the CSU Extension office, to figure out a good system for parking the day of the concert, including all of the 4-H trailers and campers. We will need to make sure families have advanced notice of the changes, and make sure everyone complies. A tow truck will be on premises to move any cars that do not park where permitted. The surrounding houses and citizens will also need to be notified.

**Advertising Plan:** Kremmling Chamber of Commerce has budgeted \$10,000 for advertising the concert through radio ads, print advertising and website media.

**Nextiva:** Nextiva is a VoIP (Voice Over Internet Provider) to use for an informational line for fair events with a designated phone number. The cost for their services is \$28.99/month for a phone number that will let us record a message with venue information, and will email voicemails that are left on the number. This number can be used for all events including concerts, demo derby, and other events now and in the future. Christy made a motion to approve Nextiva for \$28.99/month, and number barn for \$19.99/one time charge for the designated information line of 970-410-MPFR. Holly made the second. MOTION APPROVED.

**Vendini:** The cost for renting all of the ticket entry equipment totals \$1,049.99, and the option to buy all of the equipment is \$7,885.00. We decided to rent the equipment for this year, and see how everything works out before committing to buy the equipment.

**Sponsorship Levels:** Dakota re-organized the sponsorship levels for the concert sponsors. As soon as we reveal the fair entertainment we will start requesting funds from sponsors.

**Airbound Colorado:** Janet will be confirming the Airbound Colorado contract soon, when she does the deposit amount of \$9,300.00 will be due.

**Adjournment:** Meeting was adjourned at 8:22 pm by Holly Hester, and seconded by Tara Sharp.