



2025 Grand County Fair Board

Meeting Agenda

Date: Monday, April 21, 2025

Time: 5:15pm

Old Spanish Trail Arena Main Office

Google Meets Meeting Link:

Video call link: <https://meet.google.com/qxh-fhbr-hmk>

Or dial: (US) +1 720-943-0558 PIN: 616 081 539#

**Attendees:** Heidi Blake, Nicollee Gadis-Wyatt, Jessica Stotz, Trisha Hedin, Angie Book, Mackenzie Daniels, Rachel Wooton

**Agenda Items:**

- Call the meeting to order: **Heidi called the meeting to order at 5:21pm.**
- Welcome introductions for new individuals as necessary:
- Meeting breakdown and structure reminders:
  - These are public meetings.
  - Follow the Agenda.
  - Be respectful of everyone's time, keep side conversations and chit chatting to a minimum, or until after the meeting has concluded.
  - Do not interrupt others while they are speaking.
  - Note your questions and hold them until the end of each section.
- Approval of Meeting Minutes: Discuss and approve 4-2-25 and 4-7-25 meeting minutes. **Jessica made a motion to approve the 4/2/25 and 4/7/25 meeting minutes. Nicollee 2<sup>nd</sup> the motion. Motion passed unanimously.**
- Board Member Report:
  - Angie (Arena Director) –
    - **Beehive Skate Revolution has agreed to join the fair again this year. They are hosting the Roller Derby Saturday July 5<sup>th</sup> starting at 5pm.**
      - **The fair needs to purchase items for goodie bags as an appreciation gift.**
        - **Heidi will check with Gear Traders to see if there are any items they would be willing to donate.**

- Suggested items for good bags: glowsticks, Chapstick, sun screen, hand sanitizer, hydration packets.
  - Roller Derby League requires EMS support on site. We need to ask EMS for volunteers to be present for the Roller Derby. In exchange, we give them community partnership credit.
- Bombtown sent est. cost of insurance, but we are still waiting to hear back on how much they will need for the whole event this year.
- Angie met with JTS Media:
  - \$1,750 - quoted cost for 2 photographers and videographer.
  - Nicollee motioned to approve JTS Media's quote for the County Fair. Trisha 2<sup>nd</sup> the motion. Motion pass unanimously.
  - Angie will send the ICA to the County Commission for review and approval.
- Decorations:
  - Rough estimated cost for 2025, \$2,000 for decorations.
  - Angie and Rachel will schedule an appointment to go over decorations and ordering.
- Review Sound and Light Proposals:
  - Atkinson – Initial quote: \$13,000. 2<sup>nd</sup> Quote: \$8,000, no play back screen on either quote.
  - Snob Productions - \$7,655. Play back screen would be an additional \$9,000.
  - Salt Sounds - \$31,000. Very detailed quote with all charged items and services listed out.
  - Heidi made a motion to approved Snob Productions as the light and sound engineer for the 2025 Ground County Fair. Nicollee 2<sup>nd</sup> the motion. Motion passed unanimously.
  - Conversation centered around the decrease in sponsorships and saving money by not renting the play back screen.
- Heidi (Entertainment) –
  - Food Sponsor Updates: Heidi has started working through the list from last year. Zach Bynam is going to follow up with Heidi.
  - Hotel Sponsor Updates:
  - Moab Photo Booth Co. Update: Heidi will check with them about Thursday availability and if they are will to come down on price in exchange for sponsorship credit.
- Nicollee (Exhibits & Vendors) –
  - Confirmed ad reservation with the Advertiser. Pricing information emailed to Angie. Angie is going to check emails for pricing.
- Michelle (Marketing) – Michelle submitted her resignation 4/21/25 stating the time commitment was too much and she was unable to meet the obligation. She is going to forward the revamped logo to us.
- Jessica (Volunteers) –
- Greg (Security/Risk Management) –
- Trisha (Commissioner) –

- 4-H/USU –
- Review old business:
  - Summary of Jessica's Volunteer Email with Mackenzie -  
**Avenues for volunteer recruitment used in the past?** Angie pretty much called in favors and asked everyone she knew. We used social media to help advertise that we needed volunteers. There is a tab in the Contacts Google Sheets doc for Volunteers. Feel free to reach out to anyone who volunteered in 2024 and 2023. I will send you the Google contact group I saved in my email for Fair Volunteers.  
**\*Note Added for the Agenda: There is a Google Form for Volunteer Registration on the County Fair Google Drive.**

**How far in advance do we start reaching out?** I don't think you can start recruiting too early. My objective opinion says the sooner the better.

**Notes from the past:**

-We just started having conversations as soon as we knew where and when we needed people.

-Having a schedule, knowing where you need volunteers and how many is a good place to start.

- We do need to start updating this year's webpage for volunteer registration: <https://volunteersignup.org/>

- We do need to start estimating how many volunteers we will need, where we will need them and when. Not just for scheduling, but also for ordering shirts, food, and volunteer appreciation gifts.

-There were some side conversations in previous meetings about reaching out to the Chamber of Commerce, local businesses, organizations (Multicultural Resource Center was named specifically) and clubs for assistance. The hospital requires a certain amount of volunteer hours from some of their nurses in certain programs. They are worth touching base with.

-There was also the idea of partnering a group of volunteers with a sponsor. If the group provided a certain amount of volunteer hours, then a sponsor would donate to their organization/club. This is listed out in the sponsorship package under "Community Partner Sponsors (Silver Level)" as a community partnership

award. Money would be given directly from the sponsor to the volunteer group. The county would not be involved with the exchange of money.

- New business:
  - Board member application & interview at 5:45pm: Rachel Wootton.
    - **The Grand County Fair Board conducted an interview with the applicant, Rachel Wootton.**
    - **Jessica motioned to approve Rachel's application to the county fair board. Nicollee 2<sup>nd</sup> the motion. Motion passed unanimously.**
  - Appoint Vice Chair
    - **Nicollee volunteered to be the Vice Chair.**
    - **Heidi motioned to approve Nicollee as Vice Chair. Trisha 2<sup>nd</sup> the motion. Motion passed unanimously.**
  - **Marketing Coordinator position was left vacant with Michelle's resignation.**
    - **Trish motioned to appoint Rachel as the Marketing Coordinator. Nicollee 2<sup>nd</sup> the motion. Motion passed unanimously.**
- Next Meeting's Agenda Items:
  - **Carnival Games**
  - **Orders - Trophies, shirts, decorations, banners/flags**
  - **Publish registration forms and schedule**
  - **Need to call Cora about Chamber of Commerce participation**
  - **Quick review of committed sponsors, vendors, entertainment, etc. to update 2025 notes.**
- Next Meeting: **Tuesday April 29<sup>th</sup>, 2pm via Google Meets**
- Adjourn: **Trisha motioned to adjourn the meeting. Jessica 2<sup>nd</sup> the motion. Meeting adjourned at 6:19pm.**

Email notifications sent to:

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