



## 2025 Grand County Fair Board

### Meeting Agenda

Date: Tuesday, April 29, 2025

Time: 3:00pm

Location: Old Spanish Trail Arena Conference Room

Video call link: <https://meet.google.com/ajc-mjri-ohn>

Or dial: (US) +1 609-469-1376 PIN: 939 709 082#

**Attendees: Heidi Blake, Jessica Stotz, Rachel Wootton, Trisha Hedin, Angie Book, Mackenzie Daniels**

### Agenda Items:

- Call the meeting to order: **Heidi called the meeting to order at 3:07pm**
- 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 4-21-25 meeting minutes. **Rachel motioned to approve the 4/21/25 meeting minutes. Trisha 2<sup>nd</sup> the motion. Motion passed unanimously.**
- Board Member Report:
  - Angie (Arena Director) –
    - Carnival Games – **Do we want to use our homemade carnival games for 2025? The board answer is yes, but dependent on if there are enough volunteers to run the games.**
    - **Several items are being submitted to the County Commission for next week's Commission meeting.**
      - ICA for Inflatables
      - ICA for Sound Engineer
    - **Dunk Tank:**

- Angie has reached out to Classic Air Medical to see if they want to and are able to host the Dunk Tank. She has not received a response yet.
  - If Classic Air Medical cannot run the Dunk Tank, we will need to find someone who can or cancel it for 2025.
    - Dunk Tank needs security and safety supervision.
    - Need people to volunteer to be dunked.
    - Need to setup shade station for the Dunk Tank.
  - Hampton Inn and True Value recommended as a back-up if Classic Air Medical is not available.
- Wheeler has pledged to provide a generator and 3 light trees for this year's county fair.
  - This is their 3<sup>rd</sup> year participating.
  - We are going to order their banner and keep it for display at the county fair.
- Angie has asked Bombtown for the invoice but has not received it yet.
- JTS Media (photographer and videographer) – quote amount was reported incorrectly in a previous meeting.
  - \$1,800 is the correct quote for 2 photographers and 1 videographer.
  - Jessica made a motion to approve hiring JTS Media at the \$1,800 quoted amount. Trisha 2<sup>nd</sup> the motion. Motion passed unanimously.
- Drill team change for this year:
  - Hannah Adams with Elk Mountain Ranch is unable to lead this year's county fair drill team.
  - Canyonlands PRCA Rodeo drill team will be carrying flags and doing the opening ceremonies for fair this year.
- Heidi (Entertainment) –
  - Food Sponsor Updates:
    - Heidi emailed Canyon Pizza and Love Muffin – waiting for a response.
    - The brewery is committed, but they cannot deliver the food. We will need to provide them with the number of volunteers to feed and we will need to pick it up.
    - City Market will provide a \$50 gift card to use toward the food for the eating contest. This will not be enough to cover the full cost of all the food. Need to reach out to Village Market and maybe Moonflower for additional donation toward the food needed for the food eating contest.
  - Hotel Sponsor Updates:
  - Moab Photo Booth Co. Update:
    - Cara has added 4 hours on Thursday.
    - Total for 3 days - \$2,500

- Rachel made a motion to approve the Moab Photo Booth Co. Jessica 2<sup>nd</sup> the motion. Motion passed unanimously.
  - Angie reported that the arena has a photo booth back drop frame. It is very large, but we could use it for another photo staging area in the arena.
- Canyonlands Auto will be providing the vehicles for the parade. We need to follow up and let them know how many will be needed.
  - They are looking into providing the hay for the livestock at the Rodeo.
  - Angie is going to send out the parade signup sheet for the commissioners, mayor and city council members.
- Nicollee (Exhibits & Vendors) –
  - Vendor Update: Nicollee connected with a funnel cake vendor at the car show. They are checking availability and will follow up if available.
  - Exhibit Update:
- Jessica (Volunteers) –
- Rachel (Marketing) –
  - Purchase order for decorations – Angie and Rachel went through what we already have and started identifying what else might be needed for this year.
  - Gift bags for Roller Derby:
    - Trisha spoke with Bega at the Film Commission. They have some items we may be able to take and use in the gift bags. Angie is going to email Bega.
  - Drafted marketing strategy on file in the Google Drive:
    - Elementary school coloring pages – Rachel is going to contact the local elementary schools and distribute Fair coloring pages for a coloring contest.
    - Winner will receive a prize and the pages will be used as decoration at the county fair.
    - Prize suggestion for the coloring campaign – beach bag with towel, sunscreen and maybe a gift card from a County Fair Vendor.
    - Radio Ad competition – offer winners listening to the radio ad a gift card from a County Fair Vendor.
    - Angie is going to look into the coloring books we can purchase from IAFE.
  - Angie is going to upload PR material for the bands to the Google Drive.
  - Rachel is going to work on County Fair Poster.
- Greg (Security/Risk Management) – Angie is going to be sharing a safety webinar for board member training. It will be a good tool for situational awareness at events like the county fair.
- Trisha (Commissioner) –
- 4-H/USU – Angie and Trisha are going to touch base with USU.

- Review old business:
  - Need to contact Chamber of Commerce for a meeting to discuss their support.
    - **Angie will contact Cora Philips, the Executive Director.**
  - Need to contact Underdog, find out what they want to do and when.
    - **Rachel will contact Underdog and find out how they would like to be involved this year.**
  - Need to contact the Moab Brewery and start working on DABS permit.
    - **Angie will be working on scheduling and the permit with the Moab Brewery.**
  - Need to contact Kelley at the City to discuss the schedule for the Art and Ag Festival.
    - **Angie is going to schedule to introduce Nicollee and Heidi to Kelley at the City. They will help work through the Arts and Ag Festival details.**
- New business:
  - Trophy/Ribbon Order (link sent)
    - Trophies/Medals and Ribbons for:
      - Car and tractor show
      - Cornhole Tournament
      - Volleyball Tournament
      - Softball Tournament
      - Family Field Day Relay Games
      - Parade
      - Powerwheels Derby
      - Bombtown's RC Obstacle course (souvenir ribbon)
      - Eating Contest
    - We have leftover inventory we can use from 2024
    - **Order cost will be shared once we have the invoice.**
  - Banner/Flag Order
    - Need banner and flag for Wheeler
    - Need to recruit and identify any other sponsors for flags/banners
  - Discuss finalizing and publishing registration forms and Fair Schedule (link to Google Folder sent) – **Board members are going to proof read the forms and schedule before the next meeting. Forms and schedule will be published after next week's meeting as long as there are no issues.**
    - Send emails to previous vendors once registration is open.
    - Send emails to previous volunteers once registration is open.
    - Send emails to and contact previous sponsors once registration is open.
  - Parade – Mackenzie loves coordinating and organizing the parade and volunteers to do so for 2025. **Angie has the parade permit from the City.**
- Next Meeting's Agenda Items:
  - **Final review and publication of registrations and county fair schedule. Board members are to proof read the forms and make sure there are no errors and updates needed.**
- Next Meeting: **Monday, May 5 at 5:15pm. Google Meets will be set for those who cannot attend in person.**

- Adjourn: Rachel motioned to adjourn the meeting. Motion passed unanimously. Trisha 2<sup>nd</sup> the motion. Meeting adjourned at 4:03pm.

**\*No audio recording available for this meeting due to technical malfunction.**

Email notifications sent to:

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