

Benton County Agricultural Society
PO Box 118
Sauk Rapids, MN 56379 (320)253-5649

The January meeting of the Benton County Agricultural Society was held on Tuesday, January 17, 2023 at 7:00pm at the fairgrounds office.

Vice President Ken Bemboom convened the meeting at 7:00 pm. Members present were Mary Ostby, Treasurer and the following board members: Rod Bemboom, Nancy Zupan, Jody Prom, Karen Sakry, Jennifer Feldhege, Jody Prom, Adam Scapanski, and Vince Thiel.

Guests, Brian Duschene from the 1st Responders and Dennis Arnston, Bob Holiday, and Tena all from Pantowners were present.

Approve and add Agenda Items: Agenda was approved

Approval of the December 27, 2022 Monthly Board Meeting Minutes. Motion by Rod, seconded by Jennifer to approve. Motion carried unanimously.

December 2022 Treasurer's Report. Motion by Rod, seconded by Jennifer to approve. Motion carried unanimously.

New Business-Rod motioned and Adam seconded to approve June 10th, 2023, 10:00 – 4:00 for the 1st Responders. Pantowners would like the date of August 20, 2023 for their car show date. Set up and Friday, Saturday and Sunday. Live music by Bobby V's and using the Cottonwood Stage for the band, using the same buildings as last year. Motion carried unanimously.

Jody motioned Premium books to be sent out versus online and to be available in the office. Jennifer will post information on the website. The books would be online by June and try for May 15th. Seconded by Adam. Motion carried unanimously.

Jody motioned and Mary seconded to approve Warren purchasing 8 LED lights for the garage for \$135.00. Motion carried unanimously.

Nancy motioned and Jody seconded to approve a vendor price increase for the 2023 fair. Motion carried unanimously.

Mary to file for grants by March 1st. Lifestock area would like new sound system. Mary mentioned \$10,200 for an agricultural grant, \$4,300 for Legacy grant. Bleachers are on a wish list.

Ted Prom wants a committee meeting for rodeos, etc for the grandstand area.

Nancy is working on getting bands set up for the Cottonwood Stage.

Adam brought up to pursue MN Holstein organization for the fair week.

Karen brought up maybe having a puppet show during the fair in the Activity Area.

Meat Raffles at Rollies Fridays at 5:30 on 2/3, 3/17, 4/14 and 5/26.

Rod ordered 12 golf carts at a cost of \$1,925.00 for the fair week.
The day pass should be good for 1 entry per day.

Rod motioned and Adam seconded, Ken carried the motion for closing hours the fair week. The North end could close at 9:00. A zone preference was brought up for closing hours. Food vendors by the grandstand could close at 11:00. Vendors by the 4H end want to close earlier, maybe the same time as the barns. Beer gardens, and food vendors would stay open until 11:00. Tuesday, Wednesday and Thursday the fair would close by 11:00 with everyone out by 11:30. Friday and Saturday remain open until 11:30 and everyone out by 12:00.

Mary motioned and Jennifer seconded that the ice arena to close at 9:00. Food vendors on the North end can shut down at 9:30.

Mary brought up renting out buildings to the public. That will be discussed at the February meeting. Jody motioned and Vince seconded and motion carried by Ken to rent the Heritage building out June 17th for a graduation party at the cost of \$150.00. Jody amended the motion to a price of \$125.00. Vince seconded and Ken carried the motion.

Vince motioned, Mary seconded and Ken carried to adjourn the meeting.

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The February meeting of the Benton County Agricultural Society was held on Tuesday, February 21, 2023 at 5:30 pm at the fairgrounds office.

President Ted Prom convened the meeting at 5:30 pm. Members present were, Vice President Ken Bemboom, Secretary Eileen Haapala and the following board members: Rod Bemboom, Nancy Zupan, Jody Prom, Jennifer Feldhege, Scott Morris, and Vince Thiel. Sam Morris and Adam Scapanski were late. Mary Ostby and Karen Sakry were absent.

Guests: James Trantina from Triple B Motorsports was present. James proposed the idea of a monster truck show at the 2023 fair. They would bring 5-8 trucks, and there would be no cost to the fair. Triple B Motorsports would cut a check for \$10,000.00 to the fair for their show. The show would last approximately 2- ½ hours and there would also be rides to the public at different times during the show.

Approve and add Agenda Items: Agenda was approved

Secretary's Report: Minutes from the January 17, 2023 meeting were discussed. Motion by Scott, seconded by Ken to approve. Motion carried unanimously.

Treasurer's Report: Motion by Jennifer, seconded by Jody to approve. Motion carried unanimously.

Committee Reports:

Ag Craft: Nancy brought up her and Rhoda would like to do something with quilts for the fair.

Beer Garden: Jody, talked about acquiring 8 scanners because of the minor consumption issue at last years fair at a price of \$700 each (\$5600.00 total). Motion by Jennifer, seconded by Adam and motion carried unanimously to buy one, try it out and then discuss the purchase of 7 more.

Walking mats were also discussed.

Some minor maintenance in the beer garden, Updating fans, budgeted for 4 fans at \$1,000.00 total. Motion was made by Ted, Seconded by Jennifer, motion carried unanimously.

Stage:

Buildings/Grounds: City came thru, took berms out and plowed. Warren to check all 50 Amp plug ins when weather warms up.

Commercial Exhibits: Nancy, went thru vendor contracts so website can be updated, Some prices were changed.

Discovery Building: Sam, If robotics come back, they need to stay till close. A law enforcement simulator or other simulators were brought up for a possible item to have there. Ideas for the building that are for educational purposes were discussed.

Grants: Mary was absent, but Nancy said grants for tarps were finalized. Need more Info for the Ag grants.

Grandstand: Jennifer and Ted, demos are good to go. Meeting on March 8th at 7pm upstairs in the Sports Arena Building for the autocross and demo. Committee still recommends having the ranch rodeo this year.

Heritage Square: Nancy. Cottonwood stage, Performance contracts need to be sent out yet. Spot left open for a talent show on Saturday of the fair. Nothing set up yet.

Livestock/Poultry: Sam. The same two vets as last year will return this year and are good to go and there may be an intern vet coming also. Talked about if the milkhouse is needed. Adam wants the milking of cows to stay an option.

Marketing: Jennifer. Website in not very secure. Jennifer has been doing some research with a new hosting sight called Saffire. The initial cost would be \$7500.00. There would be a one time fee if ticket sales were added. \$300.00 each year after. It is too late to try to get a grant, but could be possible for next year.

Midway: Nothing

Finance: Ted, All board members to go over budget before the March meeting so it can be discussed.

Activity Area: Nancy, RC racing contract, puppet show, fire dept-extraction on Tuesday, K9 on Friday. Checking on possible BMX for Sunday.

Parking: None

Policies and Procedures: None

Premium Book: The premiums for Livestock will stay the same.

Sanitation: Wruck Sewer & Portable Rental sent over a bid for the week of the fair that came in about half as much as Nelson Sanitation. Rod will call Wruck for more detailed information. Nancy has a couple of groups set up for cleaning bathrooms.

Security: None

Sponsorship: Nancy, Beer Tickets were added to the Grand Champion packet. A Grandstand ticket was added to the white ribbon packet.

Vendor Contracts Update: None

Other: Office Help starting 1st week of June a couple of days per week, with a pay Rate of \$15.00 per hour. Eileen will look into hiring someone for that position. Rod questioned electric usage in the back area. Vince brought up maybe having an electric audit for the fairgrounds. Rod will call Xcel. One of Xcel bills is still in the name of a previous owner of the house. He had passed away 6/2/2014. Eileen will call Xcel to have that changed.

Nancy brought up that two of last years vendors have already paid up front for their contract, wanted to know how to handle their price that they had paid. The board said they will have to be sent updated contracts with new prices and will pay the difference so they are paying to match all other vendors.

A Ranch rodeo and regular rodeo were brought up. A full rodeo costs about \$15,000. The ranch rodeo last year broke even for Tuesday and Sunday. It was a new event last year.

Darrell and Becky called, talked to Ted about having draft horses. They will send info to the fair. The fair budgeted for \$500 for this year, possibly to have them there Wednesday morning.

Jennifer is working on a possible contest for the design of the fair T-shirts.

Rod brought up to Nancy, she is not to answer phone calls because that is Eileen's position now.

Rod motioned, Adam seconded and Ted carried to adjourn the meeting at 8:45 pm.

Respectfully submitted,

Eileen Haapala, Secretary

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The March meeting of the Benton County Agricultural Society was held on Tuesday, March 21, 2023 at 6:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 6:00 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Secretary Eileen Haapala and the following board members: Rod Bemboom, Nancy Zupan, Jody Prom, Jennifer Feldhege, Scott Morris, Vince Thiel, and Sam Morris. Adam Scapanski arrived at 6:30. Mary Ostby arrived at 7:30. Warren Cotch was also in attendance. Karen Sakry was absent.

Guests: Nancy Kuefler, Nancy stated she would like each monthly meeting minutes on line to view. Jennifer says that is in the process of being done. Nancy states on January 25, 2023 there was an involuntary dissolution of the Agricultural Society. The board stated that has since been resolved with everything being updated in February. Nancy has also requested copies of bylaws. Jody made copies and gave them to Nancy Kuefler.

Jimmy from the Miller Auto Plaza Food Truck wants a place to hold an event on a Saturday, possibly April 22nd or May 6th from 10:00am-6:00pm. They would have crafters and a maximum of 20 food trucks, no alcohol on site. They carry their own insurance, and all vendors are self contained. Miller Auto would bring in Satellites for bathrooms. Trash will be taken care of by Miller Auto. Motion by Jody to sponsor using the Midway area of the fairgrounds, seconded by Scott, motion passes unanimously.

Mark, a member of the Agricultural Society and grandstand committee. He is willing to participate in helping out the grandstand area by taking the week off and shadow Squirrel setting up, cleaning, etc. Mark is asking for \$2,000 in compensation for Monday-Sunday. He would like to be in charge of the grandstand area.

Steve Schwartz, Travis, Mike, Bud and Julie from the Central Chapter MN Abate were attending. The group is looking for a site to host their biker bash that was currently in Hillman. They are looking for a date of the last weekend in August. Their facebook page is central chapter MN Abate. It would be Thursday, Friday and Saturday, with cleaning up the area on Sunday. Bands, bike games, food vendors, alcohol, RV and tent camping. It would also be open to the public. Campers in attendance were estimated to be 300-400 with about 100 day passes to be purchased. Security would likely be the Sons of Silence and that would be 24/7. Bands would be local, 70's, 80's hard rock music. The group would take care of insurance, sanitation. Bank passes to be \$10, parking for RV's would be \$30 extra, entry fee of \$20 for a day pass or \$40 for the weekend. Prep time would be Wednesday before, and clean up time to be completed by

Sunday evening. Stoney's to provide beer and liquor license. Bike pulls would be a feature if they could use the grandstand. It was noted that there is the car show on August 20th.

Approve and add Agenda Items: Agenda was approved. Motion by Scott, Seconded by Sam and carried unanimously.

Secretary's Report: Minutes from the February, 2023 meeting were discussed. Motion by Jennifer, Seconded by Rod to approve. Motion carried unanimously.

Treasurer's Report: Motion by Jody, Seconded by Jennifer to approve. Motion carried unanimously to approve the February 2023 Treasurer's Report.

Committee Reports:

Ag Craft: None

Beer Garden/Stage: Jody purchased one scanner, works great, but there was one problem in detecting a false ID that did go thru. They do store approximately 4000 ID's and there are no updates needed. Fans were approved to be purchased, old ones to be taken down and looked at when storage is being taken care of. Jody asked if we get a portion of the proceeds from the sale of pull tabs. Comments about the mess pull tabs leave on the grounds and maybe a possibility to move the pull tabs inside a building. Eileen to check with Aaron Kreller to come up with a plan. Jody and Jennifer had a meeting with C & L Distributing regarding the back drop sponsorship, will be going forward with the sponsorship for the stage.

Buildings/Grounds: Warren. Warren called heating company to have the furnace in the office checked out. Motion was made by Scott to approve \$700 for shelving in garage, seconded by Jody, motion carried. Warren will look at the water fountain in the office and try to put it back together with the parts that Scott acquired.

A picture of the water hook up at the rental house needs to be done for the city of Sauk Rapids. Warren will contact renters and take care of that.

Issue of garbage cans were discussed. Jody contacted Allied-they won't touch it, in lieu getting groups for clean up. Groups coming in for 1 day are making \$500 per day now, with hours of 6:30-7:30 or 8:00am each day. Jody called Republic with no response. Jody will call Waste Management, would need 60-75 cans.

Motion by Ken to approve increasing the daily price to \$750 for each group per day for clean up, Seconded by Jennifer, and carried unanimously.

After the last meeting, Ted checked all outside lights and found nothing else plugged in, and \$1,000 for a 5x10 or 6x10 size trailer for the fairgrounds use, Seconded by Jody, carried unanimously.

Mulch, dirt, fabric around the ice arena, the contract says the ice arena should pay for

these. Ted and Mary to discuss this.

Spring clean up day to be a Saturday or Sunday around Mother's Day. Discuss in the April meeting to coordinate with 4H (Ann) for flowers, etc.

Tree Removal, Ted will take care of the two trees to be removed.

Ted will contact company for the demo of the house.

Winter storage to be moved back to April 15th and 29th because of snow pack. Ken will come down early. Scott, Warren and Ted to help.

Motion was made by Rod to renew the lease for the 1402 rental for 1 year, keeping the rent at \$550, utilities included. Seconded by Adam. Vote was carried. Nancy asked to not be included in vote because of family connection.

C & L contacted Jody about being able to store 15-20 beer wagons on the grounds.

Time frame would be May until the week before the fair. Motion was made to approve by Rod and seconded by Jennifer.

Commercial Exhibits: Nancy. Vendor contracts are coming in. Jennifer will put the updated map on the website.

Discovery Building: Sam. Robotics won't be here. Farm show trivia needs 20'x30' space, 6 days, \$8,400 plus hotel. Sam will make sure the size will work. Motion to accept by Nancy, seconded by Jody, passed unanimously.

FFA: Nancy. There is money in FFA, donated from townships house money (Hinkemeyer house) was suggested to use for FFA. Board members thought the money was needed to be used for operations.

Grants: Mary. Filing for 2023 grants for a simulator. Al made arrangements for the simulator to be here for the fair.

Grandstand: Jennifer and Ted. Last year Rod Gapinski did the pulls Thursday and Friday nights. Rod is stepping away from the fair. Elk River FFA Alumni is interested in helping out, this would be a donation to the Elk River FFA. Two proposals, one is \$2,300 for labor for 10 guys. Second is \$4,150 to bring more equipment and help and announcer. Last year it cost about \$1,500 each night. Ted recommends \$4,150 total for Thursday and Friday. Motion by Nancy to accept, seconded by Adam, motion carried unanimously. Ted talked to Squirrel about taking control of set ups, mentioned Squirrel was paid \$15 an hour, Squirrel is requesting \$30 an hour. Ted suggested \$22 an hour plus Squirrel to have his billboard sign. Motion by Sam to hire Squirrel \$22 an hour plus the sign, seconded by Rod, motion approved. Ted wants to give Vince the chance to work in the grandstand area and board agreed not to hire Mark.

Heritage Square: Nancy. Nothing

Livestock/Poultry: Sam. Offer family parking passes for 4H families that keep cattle on the grounds. Motion to approve by Ken, seconded by Adam, motion carried unanimously.

Marketing: Jennifer. Nothing

Midway: Military Day, next meat raffles April 14th and May 26th. There was a \$3.00 cash donation from the last meat raffle. Nancy gave to Eileen.

Military Day:

Finance: Mary brought up the budget, she brought the master Income and Expenses. Motion to pass the 2023 budget as is was made by Rod, seconded by Vince, motion Passed.

Activity Area: Nancy and Karen. The Cracker Jacks will come in for \$1,000.00 for the Cottonwood Stage. Farmer Phil show to be held Sunday from 12:00-5:00pm for a fee of \$1,510.25. The deposit to be \$750.00, paid by April 20th if accepted. Motion to hire, approve by Mary, seconded by Sam, motion passed, with the stipulation to cross off hotel and negotiate the hotel clause.

Scott checking on bleacher rental. Carda has two bleacher sets.

Talked about biker bash, Vince will take on the duty of looking into the group. The Board is not opposed to camping on grounds. Ken suggests Vince to do the research, maybe get together in a couple of weeks to discuss further.

Parking: Rod. Al gets one third, the fair gets two thirds of proceeds from parking.

Policies and Procedures:

Premium Book: Nancy, nothing at this time

Sanitation: Ken called Wrucks to verify price difference from Nelsons. It was already voted in January to go with Nelsons.

Security: Rod proposed to get keys with coded locks for the front, back, garage and finance doors. Motion to approve locks by Adam, seconded by Sam. All members approved, except Nancy. Motion passed.

It was brought up for all new members that the red switch on the wall is for emergencies.

No one outside of board members and office personnel to be in the board room During the week of the fair.

Sponsorship: Jody now has a white board listing all sponsors that are new, paid, and returning so that they are not contacted twice.

Vendor Contracts Update: None

Old Business: 1st Responder event has been moved to Thursday, June 1st, from 4:30-8:00pm

New Business: Monster trucks, Mary suggests have the monster trucks at the fair on Tuesday instead of Sunday. Motion made by Vince, seconded by Ken, carried unanimously. Monster trucks could still have ridges and sell merchandise on Saturday in the pit area. Motion amended by Vince, seconded by Ken, everyone in favor, except Nancy voting no. Motion carried.

Proposal for rodeo to be held on Sunday and 1:00pm. The fair would donate prizes for wild cow milking, mutton busting and bull riding. Motion made by Rod, seconded by Jody, motion passed.

IAFE will be held at the Holding Inn in St Cloud next year, March 17-19, 2024

Other: Eileen received literature from 2nd Harvest asking for a donation. Motion was made by Jody to approve a \$500 donation to them, seconded by Sam, motion carried unanimously.

Rod brought up that when the circus is held, the events should only be in the building and contained in between the railroad tracks and building.

Dates of events being held on fairgrounds should be confirmed and get permission from the board.

Received application from Stephen Behrenbrinker for the Agricultural Society.

Application was signed and motion to approve was made by Adam, seconded by Rod, motion passed.

Mary wanted to order a print and frame for \$950.00 to be picked up in Minneapolis Jody made motion to pass, Jennifer seconded, motion passed.

Ted made motion to adjourn, seconded and Ted carried to adjourn the meeting at 10:25 pm.

Respectfully submitted,

Eileen Haapala, Secretary

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The April meeting of the Benton County Agricultural Society was held on Tuesday, April 18, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:02 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, and the following board members: Rod Bemboom, Nancy Zupan, Jody Prom, Jennifer Feldhege, Karen Sakry and Sam Morris. Adam Scapanski. Mary Ostby arrived at 7:30, Vince Thiel arrived at 7:24. Warren Cotch, Scott Morris, Rod Benboom, and Eileen Haapala were absent.

Ken took over the meeting at 7:22pm. Ted was not feeling good.

Guests: Russ Victorian from Search for Spirits. They would like to rent 1 or possibly 2 buildings with open sides, bathrooms and trash cans. Possibly open to the Heritage Building and school house to search for paranormal. He called it tours. Ag Craft or Discovery buildings. Tables and chairs for vendors would be provided by them. Friday night set up, tours would be most of the day on Saturday, 10:00 am-10:30 pm.

Secretary's Report: Minutes from the March, 2023 meeting were discussed. Motion by Jennifer, Seconded by Sam to approve. Motion carried unanimously.

Treasurer's Report: Look into the Spectrum Beer Garden cost. Mary mentioned Spectrum should be in suspended status. Motion by Jennifer, Seconded by Jody to approve. Motion carried unanimously to approve the March 2023 Treasurer's Report.

Committee Reports:

Ag Craft: Nancy, premium book being worked on.

Beer Garden: Jody, Nothing new on scanners, still researching. New fans were approved. Ticket booth maintenance is needed. New sink, possibly from Ken.

Stage: One more sponsor for the bottom area.

Buildings/Grounds: Warren. Two bids received for tree removal, and grinding versus removal of stumps. Removal would give more shading where trees would be removed. Mary made the motion and Karen seconded to accept taking out the trees by Ludvig Tree Service, motion carried. The tree at the rental house was added. Ken will take the

logs from both trees. Warren is still looking for pallet rackings and a trailer. Warren changed out the water fountain and works now.

Rod to get 2-3 bids for the tar work. Looking at both Hanson's and Astech. Tar is bad, cones will be put out on the grounds. Ted talked to Mike at Sports Arena reminding him the cost share is in the contract and would expect them to pitch in for the cost.

Commercial Exhibits: Discussion on an oversized vendor, 20x25 size tent with grill. Motion by Jody and seconded by Mary to let the vendor committee handle it, motion carried. Jennifer will update the vendor list on the website.

Discovery Building: Sam. Ag Trivia contract is signed. Possibly having the monster truck and the wooden races car in the building.

Finance: good

FFA: 4H would like to have an air-conditioned trailer from Pleasureland for cooling people off and a secure area. It would be decorated with 4H projects. It wouldn't take up any more space than what they already encompass with 4H projects. Ken will talk to Ann and get the exact spot. Flags to be up all week. May 20th is clean up day at the fairgrounds.

Grants: Mary. Invoices for 2022 are needed by May 15th, along with copy of signed checks. Invoices for 2023 are needed as the projects get done.

Grandstand: Jennifer and Ted. Working on getting contracts signed. Brian Carstenson and Vince are on board.

Heritage Square: Nancy. Looking for a couple of bands for the Cottonwood Stage because of not being able to find anyone to run the talent show for Saturday afternoon.

Insurance: Need to check that all of our Grandstand events are "good to go"

Livestock/Poultry: Sam. Rough idea to add to premium book for incentives for exhibitors to keep animals over night. Livestock committee will discuss further. Possibility of adding Llamas to the poultry building for the first part of the fair. New superintendents are needed for grants. Reminder to hang up cattle banner over the horse sign and then on Thursday take it down.

Marketing: Jennifer/Jody. Met with Leighton Broadcasting and Townsquare Media. Discussions about monthly meeting minutes being added right away or yearly. Will post monthly after they are approved. Jennifer will not be updating the website this year. Jody has a call in to RHL for bill boards.

Nancy-would like to advertise in Bright Side of 50 and Senior Perspective. Newsletters come out quarterly. Director shirts are ordered, when they come in, set up a time for pictures.

Midway: Sent email to Randy for Schedules.

Military Day: Summer months are covered for meat raffles. May 26, and September 1st still need help. Serving cupcakes after parade.

Activity Area: Nancy and Karen. Bleachers: A & W is the same price and size as last year, at \$1100, Carda's price is \$1300. Motion made by Mary to go with A & W, seconded by Jennifer, motion carried. Farmer Phil cancelled because of no hotel. Axe throwing will take place instead. Was agreed that a Performance contract paying \$500 needs to be sent and they will need to submit their insurance policy. This would take place on Sunday, they would keep proceeds.

Parking: Okay, Rod not present.

Policies and Procedures: none

Premium Book: Nancy

Sanitation: Nancy talked to Jimmy Z about cleaning bathrooms, but no luck. Being clean up day is May 20th, it was suggested to have another group come in maybe in June for more clean up.

Security: Rod not present

Sponsorship:

Winter Storage: Looking for volunteers

Old Business: Nothing

New Business: Nothing

Other: Karen called Home Depot, they agreed to come out for kids day. The motorcycle group has decided not to go with the fairgrounds for their weekend, not having enough time to put it together. Pantowners to have their meeting August 10th at the Cottonwood Stage. Search for Spirits will be discussed again in the May meeting.

Ted made motion to adjourn, seconded by Jennifer, motion carried to adjourn the meeting at 9:49 pm.

Respectfully submitted,
Eileen Haapala, Secretary

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The May meeting of the Benton County Agricultural Society was held on Tuesday, May 16, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:00 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Executive Secretary, Eileen Haapala and the following board members: Nancy Zupan, Jody Prom, Karen Sakry, Vince Thiel and Sam Morris. Ron Bemboom and Mary Ostby arrived at 7:30, Adam Scapanskil arrived at 7:20. Warren Cotch, Scott Morris and Jennifer Feldhege were absent. Rod Bemboom left at 8:55pm.

Guests: Erin Sanderson from the 4H Lunchstand. Asking to replace walk in cooler, something larger, would 12x8. They propose to add on to the south side of the lunchstand office. They are looking for permission, 4H would cover all costs. Motion made by Vince, seconded by Karen, motion carried unanimously.

Secretary's Report: Minutes from the April, 2023 meeting were discussed. Add that Eileen Haapala was absent from March meeting. Motion by Jody, seconded by Nancy to approve. Motion carried unanimously.

Treasurer's Report: Spectrum bill was discussed, should be on suspended service. Motion to approve April Treasurer's report by Jody, seconded by Sam, motion carried unanimously.

Committee Reports:

Ag Craft: Nancy, okay

Beer Garden: Jody, Eileen to order bright red beer tickets. Bathrooms-fix grandstand/beer garden? There was a bid for men's bathroom to replace piping. Discussion to use porta potties instead and close down by beer garden. There would still be water to use. Nelson's would provide. Motion for 2023 to not use the beer garden bathrooms made by Jody and get an additional 5 or 6 porta potties, seconded by Ken, motion carried unanimously. Scanners: Jody tried a couple of fake ID's, they did not pass the test. Question, if we do scanners, then do we talk to security, and keep the fake ID's? Table the idea till next meeting, Ted will check with Sheriff's Office.

Stage: Jody, Miller to be the bottom sponsor of the stage.

Buildings/Grounds: Tree Removal was completed. Ken took all extra logs. The third tree from the rental property-Warren took Dave across the road to look at the oak tree, it is alive and healthy. Bathrooms-another quote for the other bathroom to re-do the main water line because valves are being turned on wide open. Motion to approve bid, made by Mary to accept the bid, seconded by Ken, motion carried unanimously. Warren is wanting to know if he can spray weed killer by the fence line to make it easier and not the wear and tear on his equipment. Ted and Ken said no problem, everyone agreed. May 20th is 4H cleanup from 9am-1pm. Nancy and Jody to be on the grounds at that time. Bids were discussed regarding tar replacement on the grounds. There will be a special meeting scheduled to discuss bids. Board agrees to go with getting the job done right so that the water issue will be taken care of. Rod will get at least one more bid. Ken wants the pepsi cooler in the fair building. Motion made by Jody for Ken to take cooler and get a new fridge, seconded by Adam, motion carried unanimously. Ken abstained from the vote. Warren would like Joe Prom to work with him this year for the fair the week before and the week of the fair. Motion made by Ken, to hire Joe for that time, seconded by Karen, motion carried unanimously. Pay will be \$15 per hour. Jody and Ted abstained from the vote. New mailbox was purchased, and Warren put up new one. Nancy's brother to take platforms from the grounds, everyone agreed.

Commercial Exhibits: Nancy, Contracts are coming in.

Discovery Building: Sam, asking if the Monster Trucks need a contract.

Finance: Nothing

FFA: Foley Alumni wants to start a committee to update building and get donations. Adam and Sam to get together to discuss.

4H: Cleanup day is Saturday, May 20th. 4H is asking if Wi-Fi would be available for them to use. Mary will contact 4H.

Grants: Mary. Need receipts in to complete.

Grandstand: Jennifer and Ted. Monster Truck show, prices will be \$15.00 for adults, \$5.00 for kids ages 5-12. Jennifer would like to include that on senior day (Wednesday) seniors to get in the grandstand event for \$10. Motion made by Nancy, seconded by Vince to approve senior get in for \$10 to the grandstand event.

Heritage Square: Nancy. All bands are set up for Cottonwood.

Insurance: Eileen to call insurance company to make sure the monster truck rides are covered.

Livestock/Poultry: Sam. Nothing.

Marketing: Jennifer/Jody. Daily fair schedule to be sent to the printer around June 1st. Motion by Jody to add \$1,500 to the budget for the grandstand, the current amount is \$500. Seconded by Ken, motion carried.

Midway: Randy wants to go to credit cards. Maybe to have coffee or cupcakes after parade that Dutch Main will donate.

Military Day: Karen, May 26th meat raffle still needs help. Nancy will be there. September 1st meat raffle

Activity Area: Nancy and Karen. Home Depot to come to the fair with activities for the kids. Nancy asked about giving away a grill for parents.

Parking: Rod. Karen talked to LaSauk regarding help.

Policies and Procedures: Jody brought up the marijuana bill and how it will effect the fair this year.

Premium Book: Nancy

Sanitation: Republic to give a bid for individual trash cans for the grounds. Still working on getting cleaners for the afternoon. A sanitation manager was suggested.

Security:

Sponsorship: Jennifer is ordering 125 shirts at a cost of \$1,032.50. The vendor will take 25% off if they can put their name on shirt. Motion to approve by Nancy, seconded by Vince, Jody said no, motion carried. Jennifer will order staff/volunteer shirts to be worn during the fair, motion made by Jody, seconded by Adam, motion carried.

Winter Storage: Add to the contract for next year that boats must have the props up to avoid damage. Steve would like a new email for the storage.

Old Business:

New Business: Danita asking to use tables for a graduation party on June 17th. Motion made by Nancy, seconded by Karen, motion carried.

Other:

Vince made motion to adjourn, seconded by Sam, motion carried to adjourn the meeting at 9:49 pm.

Respectfully submitted,

Eileen Haapala, Secretary

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PO Box 118
Sauk Rapids, MN 56379 (320)253-5649

The May Special meeting of the Board of Directors was held on Wednesday, June 7, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:00 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Executive Secretary, Eileen Haapala, Warren Cotch and the following board members: Nancy Zupan, Jody Prom, Karen Sakry, Jennifer Feldhege Vince Thiel, Sam Morris, Mary Ostby, and Adam Scapanski. Rod Bemboom came in at 7:15pm. Scott Morris was absent. Eileen Haapala left at 8:30pm.

Building and Grounds:

Tar: Rod has gotten 4 bids, all companies bid on exact same items. Most companies give a 1 year warranty on their work. Work will be completed by July 20th. Question on when work can be started and finished was brought up. Motion by Vince to contact Knife River to explain they weren't the highest bid, but not lowest, if they can lower the bid, they can have the job, seconded by Mary. Rod is abstaining from vote. Motion passed. Discussion for the Sports Arena to help with the expense for the tar. Once final bill comes in, the Sports Arena will be asked to pay 50% of the project.

Grounds Rental: Some groups inquiring for wanting to do barrel racing and training in the horse arena, maybe 1 to 2 times per month, up to 50 truck and trailers. Right now, they are using a private place, saying neighbors weren't happy. Would be weekends, Friday and Saturday possibly, 3-4 hours and they would clean up after. Suggested to use the senior bathrooms for the event. Conversation about price for them using grounds, \$150 was suggested. Ted asked what about putting a porta potty to be on the grounds. Maybe behind the sports arena so not to be out in the open. Question as to why can't the sports arena bathrooms be used? Motion made by Nancy to charge \$150 per event for horse arena, bathrooms included, seconded by Karen, motion passed.

Grounds Rental Rates: Jody looked up different fairs for pricing, quite a bit more than what we charge. Jennifer mentioned a flat price for all events would make it easier. Jody had pictures of the last circus with truck and trailers, Mike suggested \$10 per unit, saying there were less than what Ted and Jody counted, which was 15 trucks and trailers. Sports Arena was not charged anything in the past. Temporary motion was made by Nancy to charge \$25 per camper, one day/night, to include water and electric now thru September 30, 2023, seconded by Adam, motion carried unanimously.

Fence/House on grounds: Scott will go in on the weekend to remove asbestos, 5 or 6 appliances, hot water heater. Ted and Eileen talked to Brian Kraemer, working on permits. As soon as gas meter is removed, they will come in and start. Water still needs to be re-run for the office. When the house comes down, question of the fence being changed to one long fence temporarily. Decision to fill in the gap with the fence. Locates will have to be called in. Gopher will mark the main power, but will have to call someone else for the other locates.

Security: Discussion regarding neighbor doing damage on the grounds, cable and security system. Wi-fi is fixed, cameras are working somewhat. The lawyer tried to file a restraining order on the neighbor, but was denied. Vince made the motion to pay the \$100 and have the neighbor served with the restraining order, seconded by Ken, motion passed. The system was originally put in with 48 cameras, DVR's carry it to the cloud, after 30 days, re-set themselves, but you do need internet to see them. Right now, we have a residential grade security system. The website also crashed, and is up and running right now. Jennifer has researched to see what other fairs and non-profits are doing. Website should make it thru the fair.

Ted made the motion to adjourn, seconded by Vince, motion carried to adjourn the meeting at 9:49 pm.

Respectfully submitted,

Eileen Haapala, Secretary

Benton County Agricultural Society
PO Box 118
Sauk Rapids, MN 56379 (320)253-5649

The June meeting of the Benton County Agricultural Society was held on Tuesday, June 20, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:40 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Executive Secretary, Eileen Haapala, Warren Cotch, and the following board members: Nancy Zupan, Jody Prom, Karen Sakry, Vince Thiel, Rod Bemboom, Jennifer Feldhege, and Adam Scapanski. Mary Ostby, Scott Morris and Sam Morris were absent.

Guests: Pauline Erickson-Sendy was present. Pauline will be working as the Office Assistant from present thru the week of the fair.

Scott Helmbrecht, a vendor from Old Capitol. Attending to clarify issue because of a name change, S & S Event Services. When Jody received the vendor information, it did not say Old Capitol, but S & S Event Services, and he was told that the fair already has similar items, so was denied. Scott clarified to Jody by saying he is doing catering thru Old Capitol. He was told to come to the meeting to get approved. Scott is the owner and contact person. Scott bought out Aaron (owner of Old Capitol). He was not aware of some of the issues that happened with Aaron last year during the fair. Jody or Nancy will get back to Scott with the final decision.

Jeff Diehr from SR Sportsmans Club. Will do pull tabs again this year near the Beer Garden. Wants to build a relationship with the board. Also run the Wildlife Building with the animals in. The Sportsmans Club would be open to helping clean up. The day after the fair, board members come out to the fairgrounds to clean up pull tabs. There will be birds in the building again this year. Everyone agreed that the pull tabs are a good thing for the fair.

Tim from Star Publications was at the meeting to take a group picture for the paper.

Secretary's Report: Under Sponsorship, should read 25% off for the name on the T-shirt, not \$250. Minutes from the May 16, 2023 meeting were discussed. Motion by Jody, seconded by Adam to approve. Motion carried unanimously.

Sam was absent from the June 7, 2003 special meeting. Motion by Jennifer and seconded by Ken to approve minutes from the June 7, 2023 special meeting, motion carried unanimously.

Treasurer's Report: Motion made by Ken and seconded by Jennifer to approve the June 2023 Treasurer's Report.

Committee Reports:

Ag Craft: Nancy, okay

Beer Garden: Jody, On Sunday, July 23rd, at 8:45am, there is a mandatory meeting/training for the beer garden. The state is coming in for that. The attorney recommended that we all go through the training. All bartenders and Lions Club must attend. It is suggested to have that each year. Also, the attorney stated the scanners would be a good idea.

When there is a skid loader here, the ticket booths need to be moved. Possible that Rod will bring his and get them moved.

Fans are approved, just need them picked up.

Stage: Signs are needed that will say KEEP OFF, too many kids are climbing on the stage.

Buildings/Grounds: 4H stand, screen doors need to be fixed. There was a new garage opener installed for the garage door. Also, needs dumpster to clean out the garage, need volunteers to go thru what is to be saved or not. The city was out to mark water lines. Call Kraemer to get house down. Warren to start blowing out buildings, everyone to check buildings to look for problems. Rental House across street, email was forwarded to Ted for an estimate to complete some work on the house. The renters would like to spruce the house up. Paint is chipping, garage and car port are all combined now. They would like to re-paint the outside of the house. Garage needs repair. They would like to do some of the work themselves. Quote was \$4900 for the work. Nancy stated the renters would most likely wait till after the fair for a decision. Ted needs clarification on clean up groups. Motion had been made a couple of months ago by Jennifer to raise the price for cleanup groups to be paid \$750.00 during the fair. Questioning whether \$750.00 should be only during the fair week and \$500.00 to be paid to groups at other times. The last circus that came in, they tied up their horses, penned up camels by the tree and did a lot of damage to that. Ted called Mike with concerns. They did not move animals to where they were supposed to be. Ted asked to start watering tree to see if it could be saved. Vince contacted STS, their fees would be \$100 for under 2 hours and \$400 for over 4 hours. Ted and Ken meant with the Board at the SA, outlined tar project, estimated cost right now was \$133,000.00. SA asked if they could tar the back parking lot. This was the only question they had and they stated it would be their cost if completed. Knife River wants to change the work they would be doing on the tar. They sent over a new bid and lowered their price. Motion was made by Jody to form committee (Building and Grounds) to finalize the tar decision, seconded by Jennifer, motion carried. The grass along the SAE, curbs will be pulled out, looks terrible. Maybe to put tar right up to the building. Jody - need to order staff shirts for volunteers, cleaners, order some every size.

Commercial Exhibits: Nancy, vendor from last year with a lot of booths, would cost \$1750.00. Vendor only wants to pay up to \$1300.00. Board decided to stick to pricing,

instead of giving a deal. Cutco was denied because she did not keep the knives covered, vendor sent back an email about being denied. She does not sell, all orders are shipped to buyers. There have been several issues with this vendor. Knives have been uncovered in the past. Board says knives to be covered or in a locked case. Was agreed that Old Capitol to have a 1 year trial period.

Discovery Building: none

FFA: Ag Simulator, no invoice has been received.

4H:

Finance: Wrist Bands, still the same system as last year.

Grants: working on getting fans

Grandstand: Jennifer, Rod Gapinski wants to be paid for the work he did during the fair week, but the board had the understanding that Rod donated his time and equipment. Board decided to leave it up to the building and grounds committee to pay the invoice he sent in. Rod had gotten an hourly wage for the week of the fair. Decision was postponed to the July meeting.

Heritage Square: Nancy, Mary getting information to Jennifer and Jody regarding the schedules.

Insurance: All in place

Livestock/Poultry: Ken to clarify, if his daughter keeps animals here that she doesn't have to show them. Re-measure for tarps needed.

Marketing: Radio ads are hitting on the weekend. Pre-sale tickets starts 7/1/23.

Midway: Nothing

Military Day: Karen, nothing

Activity Area: Little Red Barn, pig races and tractor

Parking: Rod. Suggested to have vendors park outside of grounds.

Policies and Procedures: Jody, handed out policies and procedures, refer to the last page, #'s 20,21,22 and 23 have been updated. Motion was made, but if motion needs to be changed, can do. Coded door locks on the garage, finance room, front and back doors of office. Ted wants #22 changed to Executive Committee plus Bill, Donna, Dave

Mohs. Rod made the motion and Karen seconded to go with changes that have been added. Nancy asked, why coded locks? On record that Nancy is saying no to #20. Motion passed. Policies-marijuana bill goes into effect on August 1, 2023. The Mn State Fair is not allowing it on their property. Ted suggested to talk to the sheriff.

Premium Book:

Sanitation: Nancy, not finding

Security: Rod, horse patrol is coming. Their pay is in with the Sheriff's Department.

Sponsorship: Jennifer did the back drop with G & J to forego the lower part. Jody made the motion, Nancy seconded, motion passed.

Old Business: Jody priced out a fridge for the office. Asking for a check for \$565.

New Business: Jennifer found a printer to purchase that will cost \$650 plus tax. Jody made the motion to buy the printer before the fair, seconded by Jennifer. Nancy voted no. Motion passed.

Other: Ted wants the map back on the schedules. Workshop to be June 26th at 7:00.

Jennifer made motion to adjourn, seconded by Jody, motion carried to adjourn the meeting at 10:30 pm.

Respectfully submitted,

Eileen Haapala, Secretary

Benton County Agricultural Society
PO Box 118
Sauk Rapids, MN 56379 (320)253-5649

The July meeting of the Benton County Agricultural Society was held on Tuesday, July 18, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:18 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Executive Secretary, Eileen Haapala, Treasurer, Mary Ostby, Warren Cotch, Nancy Zupan, Jody Prom, Karen Sakry, Vince Thiel, Jennifer Feldhege, Adam Scapanski. Scott Morris and Sam Morris. Rod Bemboom was absent.

Guests: Al Volkers that does parking along the fence during the week of the fair. Al is asking about bushes and weeds being taken care of along the fence. He would also like to see at least part of the street to be a one way street during the week. Last year Al received ½ of the proceeds, this year will be \$3.50 for each spot.

Secretary's Report: Motion made by Mary and seconded by Jody to approve July 2023 secretary's report. Motion carried unanimously.

Treasurer's Report: Motion made by Jody and seconded by Mary to approve the July 2023 Treasurer's Report. Motion carried unanimously.

Committee Reports:

Ag Craft: Nancy, premium book says 2:00-6:00, website says 2:00-7:00 for exhibits to be registered. Nancy wants group to help clean glass. Mary made motion and Karen seconded to purchase/fix plexiglass and Nancy to hire a group for \$500 to help. Motion carried unanimously.

Beer Garden: Meeting on Sunday morning with the attorney attending for the beer garden employees. Ken bought fans and they are in the process of being put up. Ticket booths-need to make sure they are in good shape. C & L to be out next week to start cleaning up and getting everything ready.

Stage: A sign is needed to keep the kids off. Banner is on order, stairs to be up shortly.

Buildings/Grounds: Apollo football team will be out next week to help setup. A lot to do yet, drains are pretty good. Curbs along Sports Arena are priced at \$90 each for a 7' curb. Twenty two are needed. Mary made motion and Nancy seconded to purchase curbing. Motion carried unanimously. Warren got 3 quotes for seal coating, and

recommends Pat Gorman. Pat's quote was \$945. He will donate the work in exchange for a sign to be displayed on the front gate during the fair. Motion made by Jennifer and seconded by Ken to approve Pat Gorman to do the seal coating. Due to Knife River changing their bid, it was decided to go with Granite City Paving instead. Pantowners would like the trees cut down inside the fence. They would like a building to use for temporary storage while they fix their containers. Motion made by Jody and seconded by Mary to let them use the beer garden until September 15th free of charge. Motion carried unanimously.

Commercial Exhibits: Outside area is full, LeanTo's are done. Was discussed to tell Cutco no on being at this year's fair.

Discovery Building: Monster truck, pine cars, and Ag Trivia will be in the discovery building.

FFA: Coborns will be at the fair on Friday from 1-3:00 to pass out freezies.

4H:

Finance: Steve Behrenbrinker will be removed from all committees.

Grants:

Grandstand: The Lions donation was from \$4000 up to \$4500. Motion made by Jennifer, seconded by Ken to approve donation. Motion carried unanimously. Motion by Mary and seconded by Jennifer to raise the donation for the Knights of Columbus from \$5500 to \$8000. Motion carried unanimously. Jennifer wants to test online ticket sales for next year by trying it on a small scale for drivers this year. Drivers would pay the online processing fees. All sales would be final. A new bank account would be opened for that. There is no set up cost. Motion made by Adam and seconded by Jennifer to open a new checking account for online ticket sales. All voted yes, except Nancy because she has an uneasy feeling regarding it. Motion carried.

Heritage Square:

Insurance: All in place

Livestock/Poultry: Sam needs to find more judges.

Marketing: Bill boards look good. Armbands went on sale this week.

Midway:

Military Day: Wednesday is Senior Day, \$5 off tickets. Second Street Coffee House to donate coffee. Jeff from Dutch Maid Bakery to donate cookies.

Activity Area: All set, chainsaw guy will be doing a special carving for senior day. Tractor pull, haven't heard anything.

Parking: Need signs for north end that read compact cars only. Motion made by Sam, seconded by Adam to get signs. Motion carried unanimously.

Policies and Procedures: Motion by Ken, seconded by Adam to ban the use of marijuana on the fairgrounds. Motion carried unanimously.

Premium Book: Posted on website.

Sanitation: Clean up crews for the morning and bathroom cleaners are set up.

Security:

Sponsorship:

Old Business:

New Business: Ken's brother to do the manure again. Daily meetings during the fair to start at 12:30.

Other:

Sam made motion to adjourn, seconded by Adam, motion carried to adjourn the meeting at 10:10 pm.

Respectfully submitted,

Eileen Haapala, Secretary

Benton County Agricultural Society
PO Box 118
Sauk Rapids, MN 56379 (320)253-5649

The August meeting of the Benton County Agricultural Society was held on Tuesday, August 15, 2023 at 7:00 pm at the fairgrounds office.

President Ted Prom convened the meeting at 7:20 pm. Members present were, President, Ted Prom, Vice President Ken Bemboom, Executive Secretary, Eileen Haapala, Treasurer, Mary Ostby, Nancy Zupan, Jody Prom, Karen Sakry, Vince Thiel, Jennifer Feldhege, Adam Scapanski, Scott Morris and Sam Morris. Rod Bemboom was absent.

Guests:

Secretary's Report: Motion made by Jennifer and seconded by Adam to approve the July 2023 report. Motion carried unanimously.

Treasurer's Report: Motion made by Ken and seconded by Adam to approve the July 2023 Treasurer's Report. Motion carried unanimously.

Committee Reports:

Ag Craft: Nancy. Thirty-five premium books were sent out. Sixty-six were sent out between the two years. Exhibits were down from last year. Plexiglass that was installed, worked out good.

Beer Garden: Jody, scanners were good. There was a total of 10,061 people scanned. A few minors, no fights to speak of.

Stage: Jody is needing to book bands asap for 2024 fair. Jennifer will call Mustang signs for a sign that is needed to keep from jumping onto the stage area. Will have to decide on getting new production company or have the bands bring their own. Motion by Adam, seconded by Ken to allow beer garden/stage committee to decide on bands for 2024 fair. Motion carried unanimously.

Buildings/Grounds: During set up on Monday, a 3 phase line was hit, so will have to deal with after the car show. Someone cut branches off a tree during the fair without approval, possibly Finken. Manure got hauled out Monday. Cameras are up and running. A new tower was needed, an invoice for \$150 will be coming in.

Commercial Exhibits: There were 122 total vendors with a total income of \$48,050 for vendor booths, electric was \$2,610, \$310 table and chairs. There were a lot of vendors that left early on the last day.

Discovery Building: Sam, need ideas for next year. A monster truck, Ag Trivia and Pine cars were in the building this year.

FFA: Scott says the committee is meeting in early September to make changes to the building. Home Depot was in the building on Saturday. The simulator went good.

4H:

Finance: Bill and Donna were present at the meeting to discuss income, Profit of \$8,880.00 from ATM's, \$3 per each transaction. Bill and Donna got paid \$400 each last year. Jody motioned and Karen seconded to raise it to \$550 each, separate checks, motion carried unanimously.

Grants:

Grandstand: There was good feed back regarding the monster truck show. If there is a rodeo for the 2024 fair, there should not be a band playing at the same time.

Heritage Square: 2024 fair will have a talent show on Saturday

Insurance:

Livestock/Poultry: a lot of animals were in the barns this year

Marketing:

Midway:

Military Day: Military day was Sunday with a good turnout. Coffee and cookies were offered. Meat raffle on September 1st at Rollies.

Activity Area: Maybe for 2024 to have pig racing. Will try to have a kids pedal pull also.

Parking:

Policies and Procedures:

Premium Book:

Sanitation:

Security: Need new and more cameras. A new Spectrum account was added on for the Sheriffs Department for the internet.

Sponsorship: \$19,250 was brought in, which was \$6,000 up compared to last year.

Winter Storage: All information from Steve is in the drawer. Scott offered to help. Nancy will help, but not on the committee. A new email will be set up by Jody. Nancy wishes to be removed from the storage committee.

Old Business: No answer yet for the tar payment from the SAE.

New Business: Mary requested to be removed from the committees she is on, and also the Executive Treasurer. Nancy also requested to be removed from the Grant Committee.

Other: Lumberjacks would like to have a tailgate party before the first home game, which is September 16th. Adam made motion to let SAE make the final decision based off the information from a meeting on August 21st, seconded by Sam. Mary to stay on the Heritage and vendor committees. Terms that are up in November, are, Jody, Nancy and Sam. Nominating committee last year was the entire board, Mary will verify. Scott still has one more year. Motion made by Scott, seconded by Sam to reimburse Kevin Basol \$250 for all of his help during the fair.

Nancy made motion to adjourn, seconded by Jennifer, motion carried to adjourn the meeting at 10:35 pm.

Respectfully submitted,

Eileen Haapala, Secretary

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

The monthly September meeting for the Benton County Agricultural Society was held on Tuesday, September 19, 2023 at 7:00pm at the fairgrounds office.

Members present were; Ted Prom; President, Ken Bemboom; Vice- President, Nancy Zupan, Vince Thiel, Karen Sakry, Jody Prom, Scott Morris, Sam Morris, Adam Scapanski. Members absent were; Eileen Haapala; Secretary, Mary Ostby, Rod Bemboom and Jennifer Dingmann

President Prom convened the meeting at 7pm.

Guests; Ann Olson from Benton County 4-H Extension. Ann reported that 4-H had a great year, significantly more exhibitors in 2023 vs 2022. Wanting to know if they can put up more signage stating "Barns Closed During Show" "Barns Closed During Cleanout" She questioned why 4-H was required or responsible for cleaning out barns Sunday evening as its open class that is left Sunday and 4-H cleans the barns out already on Thursday. Ted asked if 4-H would have an issue if the fairboard paid off the remaining contract early, 4-H said no problem, but did ask if that meant the contract was over and would have to re-negotiate a new one. Decision was tabled until further discussion could be had on the topic. Parking passes for 4-H'ers that stayed for open class were a hit with members, stating more members will stay in 2024 if we continue with the incentive program. Ann also reported that 4-H would like to put up a metal sign with solar lighting in front of the exhibits building. Centra Sota would like to donate the money for the project.

August 2023 Minute Approval was tabled/postponed until clarification of RGX invoice by Ken B and seconded by Scott. Approved unanimously.

August 2023 Treasurer Report was tabled/postponed as what was received was incomplete by Jody and seconded by Nancy. Approved unanimously.

Ted reported that the bank statement for Sept. 19, 2023 was

\$386,778.78 - checking

\$63,008.80 - ATM

\$22,719.77 - Savings

\$1,130.00 - Savings

\$7,091.03 - CD

Ag Craft: Needs to be cleaned out of misc. Items before winter storage can go in.

Beer Gardens: New fans worked great

Beer Garden Stage: Need to set up barriers and hang up signage.

Building and Grounds: Scott would like to take down a tree in front of the 4-H Building and treat the brush along the fenceline. Water valve in the beer garden is broken and needs to get fixed before spring. Gutters need to get cleaned out. Ken is working with Kevin H to fix electrical issues that happened Monday of the fair. 4-H is inquiring on fans into the exhibit building. Water lines still need to be blown out for winter, Ted is coordinating with Steve on this. Warren has resigned from current position due current job requirements, he did state he would be willing to come back to do mowing only, if that was a possibility.

Commercial Exhibits; Food vendors are sending their info in. Lowell's is retiring and wont be back in 2024, we should look into replacing them with a similar type menu vendor. Building hours were 10am-9pm. Food vendors will submit a \$200 deposit before fair time, and money will be returned if they are still onsite Sunday at 5pm.

Discovery: Looking for new vendors and ideas.

FFA: They are wanting to discuss new buildings, they have a meeting scheduled on 9/26/2023.

Finance: All good

Grants: All good

Grandstand: All good

Heritage Square: All good

Insurance: All good

Livestock: due to livestock exhibit numbers being up, we ran out of pens for animals. Question was brought up on how to handle that if numbers continue to grow for future years.

Marketing: All good

Midway: We will send a get well card to Tony Forcier

Military: Tom Tahlberg is working on new displays/exhibits for 2024.

Promotions: All good

Activity Area: Ideas for 2024 are rolling in, so far thoughts are pig races, kids pedal pull and BMX bikes

Parking; All Good

Policy and Procedure: All good

Premium Book: Nancy has gotten started on 2024
Sanitation: Show arena bathrooms are okay yet.

Security: All good

Sponsorship: Jody is taking care of sending out thank you's

Winter Storage: Dates for drop off are October 7th and October 21st. So far we have Scott, Ted, Ken, Warren, Jody, Nancy and Karen will around to help for the first date. 9am-noon. Spring pick up date will be April 13th, with April 27th a back up date if needed/weather conflicts. Scott motioned with Ken seconding any units not picked up by that date, will be charged a \$100 fee. Approved unanimously. Neil Satterness to pay current 2023 winter storage fees, Jody is contacting him to inform him.

SAE - Still working in getting payment for Tar

Old Business:

Slate of Directors - terms expiring are; Jody, Nancy, and Sam. Sam will continue to stay on if we can be flexible with his school schedule. Jody and Nancy will update us at the October meeting.

New Business:

Talk of having a financial audit done started. Vince made a motion for the executive committee to gather information and quotes to get that done ASAP, Ken second. Approved unanimously.

Special meeting to be held Saturday October 7th before Winter Storage begins; agenda items to include audit, secretary, treasurer, groundskeeper, director/ag memberships. Meeting to start at 7am.

Motion by Nancy and seconded by Scott to adjourn the meeting at 10:20pm

Respectfully submitted,

Ted Prom, President

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

The special meeting for the Benton County Agricultural Society was held on Saturday, October 7, 2023 at 7:00am at the fairgrounds office.

Members present were; Ted Prom; President, Ken Bemboom; Vice President, Nancy Zupan, Jody Prom, Jennifer Dingmann, Scott Morris, Sam Morris, Karen Sakry Adam Scapanski. Members absent were; Eileen Haapala; Secretary, Mary Ostby, Rod Bemboom and Vince Theil

President Prom convened the meeting at 7:12am.

Staff; Executive committee met with Eileen on 9/18/2023 to go over annual staff review, during the conversation Eileen mentioned she will more than likely not be back for the 2024 fair, due to job/family commitments. (Original hiring term was for Jan 1, 2023 to Dec 31, 2023) She also mentioned to Ted and Ken that if we had a replacement lined up for the position she would be willing to be done before December 31st. Discussions began on what the job position entails, along with splitting the current executive secretary position into two positions; secretary and treasurer. Ken made a motion with Scott seconding to end Eileen's contract on 10/31/2023. Approved unanimously.

Groundskeeper job is currently open. Replacement candidates were discussed, with a few promising leads. Will have more conversations with candidates and lock in a job description everyone agrees upon.

We received back quotes for two different people to perform financial audits. Adam made a motion with Scott seconding to proceed forward with hiring Amy Allen, CPA to assist us with this. She will need past financials ASAP to get started working on it.

New Ag Society Membership was received by James Trantina. Jennifer made the motion with Jody seconding to approve his membership.

Motion by Adam and seconded by Sam to adjourn the meeting at 7:59am

Respectfully submitted,

Ted Prom, President

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

The monthly October meeting for the Benton County Agricultural Society was held on Tuesday, October 17, 2023 at 7:00pm at the fairgrounds office.

Members present were; Ted Prom; President, Ken Bemboom; Vice- President, Nancy Zupan, Karen Sakry, Jody Prom, Scott Morris, Jennifer Dingmann, Rod Bemboom, Adam Scapanski. Members absent were; Eileen Haapala; Secretary, Vince Thiel, Sam Morris and Mary Ostby

President Prom convened the meeting at 7pm.

Guests;

Brian Duchene; Looking to host the 2024 First Responders event again on the fairgrounds on Thursday, June 13th from 4pm-8pm.

Jeff Diehl, Sauk Rapids Sportsmans Club President, gave update on how the 2023 pull tabs went and presented a \$750.00 donation check to the BCAS

Corey Portner - vice president of SAE. The Sport Arena board got together to go over details of the tar bill, and they are proposing covering 15% of the tar bill total - terms to be paid over time. He explained more on how SAE operates, more explanation on the hockey programs and such. Fair Board will discuss more on their proposal and the next steps down the road but will continue to make strides to better our working relationships going forward.

Heidi Anderson & Victoria Keiser from Sauk Rapids and Foley FFA, discussed and presented new building ideas for the FFA barnyard. They are inquiring on a space that is updated, a portion for a classroom/training area, bigger pen areas, areas for a kitchen space. Ideas sounded great, and they will work on getting quotes for a potential new building to replace the current FFA Barnyard building.

Ken made a motion with Scott seconding to approved August 2023 Treasurer Report - Motion carried unanimously.

Scott made a motion to Adam seconding to approve August 2023 meeting minutes. Motion carried unanimously.

Jennifer made a motion with Ken seconding to approve September 2023 meeting minutes. Motion carried unanimously.

Scott made a motion with Adam seconding to approve September 2023 treasurer's report. Jody voted against - Motion carried.

Jennifer made a motion with Ken seconding to approve the October 7th special meeting minutes. Motion carried unanimously.

Ag Craft: All Good

Beer Gardens: All Good

Beer Garden Stage: Signs are here for the stage, and will get up during winter storage.

Buildings/Grounds: Water lines still need to get blown out for the season. Jody made a motion for Patty Zupan to receive winter storage at no charge for all the help she has done us for throughout the year, Ken seconded. Nancy abstained from the vote - Motion carried

Commercial Exhibits. All Good

Discovery: All Good

FFA: Scott will work with Heidi and Tori on future building plans and getting quotes

Finance: All good

Grants: All good

Grandstand: All good

Guest/Host Relation: All good

Heritage Square: All good

Insurance: All good

Livestock: All Good

Marketing/Promotions: All good

Midway: All Good

Finance: Audit company has been contracted and will start working on that.

Off-Stage Attractions (Activity Area): committee is working on lining up events

Military: Meat raffle scheduled for October 27th, November 24th, December 22nd and January 19th at Rollies. Tom Tolberg is still working on ideas for displays for the 2024 fair

Parking: All Good

Policy and Procedure: All Good

Premium Book: All Good

Sanitation: Work will begin to lock in dates again for 2024 with dumpster and portapotty vendors

Security: All Good

Sponsorship: Thank you cards to each business have been sent

Winter Storage: Next drop off date is Saturday, October 21st starting at 9am. First round was on October 7th and went over well. About half the units have already been dropped off for the season.

SAE: Need more time to go over and discuss details on their contract and tar invoice - workshop is scheduled for Wednesday, October 25th starting at 6:30pm

Old Business:

Open Job Positions - Groundskeeper, Treasurer and Secretary positions are currently open. We will go through and update job descriptions and reach out to interested candidates on details.

Slate of Directors - Sam, Nancy and Jody terms are expiring, all three directors will rerun and be added to the slate of candidates for the annual meeting.

New Business:

Annual Meeting is scheduled for Tuesday, November 21st at 7pm to be held at the Sauk Rapids VFW

District 6 Meeting location - we need to submit our location request/vote so they can start making plans on the next meeting details.

Motion by Ken and seconded by Scott to adjourn the meeting at 10:21pm

Respectfully submitted,

Ted Prom, President

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

The special meeting for November 13th for the Benton County Agricultural Society was held on Tuesday, November 13, 2023 at 6:00pm at the fairgrounds office.

Members present were; Ted Prom; President, Ken Bemboom; Vice- President, Nancy Zupan, Jody Prom, Jennifer Dingmann, Vince Thiel, Adam Scapanski and Mary Ostby. Members absent were; Scott Morris, Karen Sakry, Sam Morris and Rod Bemboom

President Prom convened the meeting at 6:05pm.

Guests;

Steve Ellson was interviewed for the current job opening of groundskeeper. Board had a few questions for him on work load with her current business, prior fire station commitments and job requirements. He received a job description and sounded positive about everything received, he will take home and review further.

There is one more applicant to interview for the position, which we will schedule that date with him hopefully at the next monthly meeting.

Discussion was had about getting quickbooks for the fair office to start simplifying the bookkeeping process going forward. Jody motioned to proceed with getting the simple version for \$30/monthly with Vince seconding. Discussion was had, with a question being brought up on does that program include payroll. After looking further into the program and getting payroll added our adjusted monthly fee would be \$75.00/monthly.. Jody amended her motion to add in the payroll option to the simple version bringing the monthly bill to \$75.00/monthly going forward, vince seconded. Motion carried unanimously.

Furnace at the fair office was not working properly, so we called in a service call to look at the problem - they fixed it, however after looking at it more, they brought up, that we should start looking into replacing the furnace as it is 30 years old. Quotes were presented from Midsota Plumbing and H&S Heating, will work on getting a third quote back from Curlys by our next monthly meeting for a furnace replacement and will discuss further at our normal November monthly meeting.

Vince discussed a phone call he had with our attorney, regarding our contacts with the SAE in regards to the tar bill. She reviewed all the contracts and there is a mention of exhibit A in the contract, which has not been located at this point so more work will be done digging to find what that exhibit. Ashley also did mention that they are currently in breach of the contract due to the parking lot and keeping that space maintained.

Cheryl Scapanski stopped in to interview for a financial support position. The fair board had a few questions for her, and vise-versa regarding what this new job position would entail. Good and open communication both ways. She will review further and let us know the rates hopefully by next monthly meeting.

Jennifer brought up that Eileen filed for unemployment, the letters we received from the state on her behalf, state that she was terminated due to the lack of work. Being that is an inaccurate statement, we have scheduled a court hearing to make an appeal to her benefits. Hearing is set for Tuesday, November 21st via a phone call.

Motion by Vince and seconded by Adam to adjourn the meeting at 8:30pm

Respectfully submitted,

Ted Prom, President

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

November Monthly Meeting
Tuesday, November 21st 2023 – 7:00pm (following annual meeting)
Sauk Rapids VFW

The monthly November meeting for the Benton County Agricultural Society was held on Tuesday, November 21, 2023 at 7:22pm at the Sauk Rapids VFW, monthly board of director meeting was held following the Annual Membership Meeting.

Directors present were; Ted Prom; President, Ken Bemboom; Vice President, Nancy Zupan, Karen Sakry, Jody Prom, Scott Morris, Jennifer Dingmann, Rod Bemboom, Adam Scapanski, Jennifer Dingmann, Vince Thiel and Mary Ostby

President Prom convened the meeting at 7:22pm.

Guests present were Kevin Kipka, Brian Pozorski and Jimmy Zanardi.

Mary Ostby made the motion to approve the November 2023 meeting agenda with Adam Scapanski seconding. Motion carried unanimously.

Nancy Zupan made the motion to approve the October 2023 monthly meeting minutes with Ken Bemboom seconding. Motion carried unanimously.

Nancy Zupan made the motion to approve the October 2023 Treasurers Report with Jennifer Dingmann seconding. Motion carried unanimously.

Jody Prom made the motion to approve the November 13th 2023 special meeting minutes with Jennifer Dingmann seconding. Motion carried unanimously.

Committee Reports/Updates;

Ag craft – Nancy has reach out to the Sauk Rapids School to see if they are willing to make new display cabinets for the building.

Beer Garden – all good

Beer Garden Stage – If the Monster Trucks will be back again Tuesday in the Grandstand. Last year, that grandstand was more of a family show with not as many people sticking around for music afterwards, and with the show running it is so loud that music really isn't needed during the show. Looking at pairing up with a radio or local DJ for that night to offer something

different and keep costs down. Grandstand and Beer Garden committees will work together to set up a schedule/line up that works for both areas.

Building/Grounds-

Wifi Service for all accounts others than the fair office have been suspended for the off-season. Spectrum changed their suspension policy to now only offer for 6 month.

Quotes for 3 different businesses were received for a new furnace inside the fair office – Jimmy Zanardi mentioned that 5 Star Heating is a good community supporter and we should reach out to him in regards to a protentional donation or discounted service. Scott Morris made a motion to proceed with 5 star heating quote, as long as it is lower than the other received quotes with Ken Bemboom seconding. Motion failed.

Tar was repatched, but the patches are still not doing shredding water, as they are raised higher than the rest of the tar – Rod Bemboom will try and get down to the grounds and look at it to see how things look and see what the next steps needed will be.

Commercial Exhibits – committee will be getting together to get 2024 contracts updated.

Discovery – all good

4H – all good

FFA – all good

Grants – all good

Grandstand – Rodeo quotes were presented again for the 2024, committee will get together to discuss further

Guest/Host Relation – all good

Heritage Square – all good

Insurance – all good

Livestock/Poultry – all good

Marketing/Promotions – all good

Midway – all good

Finance – 2023 income and expense is completed, taxes still need to be completed and finalized. The financial audit has been pushed until the financials were completed.

Off Stage Attractions (Activity) – all good

Military – 9/11 memorial is open to come back during the 2024 dates. Fee is 21,000-25,000 depending on 5 day display compared to the 7 day display. Hotel and lodging is required and in addition up and above the rate. Meat raffle is scheduled for Friday, November 25th at Rollies.

Parking – all good

Policies and Procedure – all good

Premium Book – Martech submission have been sent to the state

Sanitation – all good

Security – Follow up meeting with police departments to be scheduled

Sponsorship – all good

Winter Storage – Only one unit left to put in, looking at first weekend in December – otherwise everything is done and wrapped up for the season.

SAE – still working with SAE to come up with a plan for the tar bill

Old Business:

Unemployment court case for Eileen Haapala date was changed, new date is now scheduled for Tuesday, December 5th at 1pm. Ken Bemboom, Mary Ostby and Jennifer Dingmann will be on the phone call.

IAFE State Convention – Jennifer Dingmann will hold 5 rooms to us for anyone looking to go.

Election of officers – Scott Morris made the motion to nominate Ted Prom for President with Ken Bemboom seconding. Jody Prom voted against, motion carried. Scott Morris made a motion to nominate Ken Bemboom for Vice President with Adam Scapanski seconding. Motion carried unanimously. Karen Sakry made a motion to nominate Mary Ostby for Treasurer with Jody Prom seconding. Motion carried unanimously.

Discussion was had about scheduling a Director Appreciation Dinner for directors and spouses. Jennifer Dingmann will look into venue and date options.

Rod Bemboom submitted a letter of resignation for the Board of Directors and left the meeting for the evening. The board of directors now falls below 12 members. Scott Morris made a motion to modify the current bylaws to remove the clause regarding vendors not being able to serve on the fair board with Ken Bemboom seconding. Motion carried unanimously.

Jody Prom made the motion to adjourn the meeting at 9:51pm with Scott Morris seconding. Motion carried unanimously.

Respectfully Submitted,

Jennifer Dingmann
Fair Board Director

Benton County Agricultural Society
PO Box 118
Sauk Rapids MN 56379
(320) 253-5649

December Monthly Meeting
Tuesday, December 19st 2023 – 7:00pm
Benton County Fairgrounds

The monthly December meeting for the Benton County Agricultural Society was held on Tuesday, December 19, 2023 at 7:00pm at the Benton County Fair Grounds Office.

Directors present were; Ted Prom; President, Ken Bemboom; Vice President, Mary Ostby; Treasurer, Nancy Zupan, Jody Prom, Scott Morris, Jennifer Dingmann, Sam Morris, Adam Scapanski, Jennifer Dingmann and Vince Thiel. Directors absent; Karen Sakry

President Prom convened the meeting at 7:00pm.

Guests present is Jimmy Zanardi.

Scott Morris made the motion to approve the December 2023 meeting agenda with Mary Ostby seconding. Motion carried unanimously.

Scott Morris made the motion to approve the November 2023 monthly meeting minutes with Mary Ostby seconding. Motion carried unanimously.

Scott Morris made the motion to approve the October 2023 Treasurers Report with Mary Ostby seconding. Motion carried unanimously.

Committee Reports/Updates;

Ag craft – All good

Beer Garden – All good

Beer Garden Stage – Wright production asking if they could be considered to do the entire fairgrounds. Past conversations has also been had with Travis with T&E, so we will work on getting quotes from both companies.

Building/Grounds- We still have a balance due on the tar bill. Vince will give them a call to see where we are sitting on with the patch work and see what they suggest to fix it.
The door on the shower by the grandstand needs to be looked at as it looks damaged.
The board voted to proceed with hiring Midsota via an email vote as the furnace stopped working and it needed to be replaced before the weather got colder.

Commercial Exhibits – Committee has met, updated contracts are getting worked on. Looking on adjusting the booth size from 8'd x 10'w to 8'd x 12'w – hoping that the bigger booth sizes will open up a bigger draw for a more vendors to easier fill that space.

Discovery – all good

4H – Lunch stand was walked through to make sure everything was cleaned out and turned off for the winter.

FFA – building plans are getting talked about and worked on. No new updates at this time.

Grants – all good

Grandstand – Committee is getting together January 3rd at 6:45 at the fairgrounds to discuss their schedule of events

Guest/Host Relation – all good

Heritage Square – Things are starting to get booked and schedules locked in for the 2024 fair

Insurance – all good

Livestock/Poultry – Scott Morris made a motion to donate the old rabbit cages to Mille Lacs County Fair with Ken Bemboom seconding the motion. Motion carried unanimously. Talk of having youth judge animals, Sam and Adam are looking into details.

Marketing/Promotions – Jody Prom made the motion for Jennifer to research and purchase computer software up to \$550.00 with Nancy Zupan seconding. Motion carried unanimously.

Midway – all good

Finance – All the bank accounts have been updated to reflect to the new executive committee. Ted followed up with the list of questions we had for the bank regarding putting a “not valid after xxx days” on our checks along with requiring two signatures on signed checks and the steps taken to get a debit card for the fair. Committee will work together to start proceeding forwarding with some of these concerns. Jennifer Dingmann made a motion for the Finance committee and the executive committee to come up with a financial plan with Vince seconding the motion. Motion carried unanimously. Amy who was going to do our financial audit doesn't have a proper license required by the state however she will still look at the books and help us get things cleaned up and make suggestions for us to make things easier going forward.

Off Stage Attractions (Activity) – Nancy will start making phone calls to get things booked.

Military –Meat raffle is scheduled for Friday, December 22nd at Rollies.

Parking – all good

Policies and Procedure – all good

Premium Book – committee will need to get together to finalize and go over any changes

Sanitation – Nancy is working on locking in the daily morning cleaners

Security – Follow up meeting with police departments to be scheduled

Sponsorship – all good

Winter Storage – all units are in for the season

SAE – still working with SAE to come up with a plan for the tar bill. Contracts between SAE and the Ag Society mention exhibit A, which has not been located at this time, so efforts will continue to look for that. Mike Kemp sent a list of dates of what they are looking at renting out – the committee will pull together a dry floor rental agreement that works between both parties and send over to Mike

Old Business:

Convention – Deadline to let Jennifer know if you can attend is December 31st

Groundskeeper – Steve is interested in the job, he would like to be contracted out at \$25.00/hourly. Jody Prom made the motion to hire Steve at \$25.00 hourly with Adam Scapanski seconding. Motion unanimously.

Bookkeeper – Cheryl Scapanski is interested in the job, for \$30.00 hourly. Vince Thiel made the motion for the executive committee and finance committee work with Cheryl on forming a working contract with Scott Morris seconding the motion. Nancy voted no and adam abstained from the vote. Motion carried

Jennifer made motion to adjourn to with Adam at 10:15pm

Respectfully Submitted,

Jennifer Dingmann
Fair Board Director