



Benton County Agricultural Society  
1410 3<sup>rd</sup> Ave S / PO Box 118  
Sauk Rapids MN 56379  
(320) 253-5649 / 320-241-8311

[www.bentonfairmn.com](http://www.bentonfairmn.com) / [info@bentonfairmn.com](mailto:info@bentonfairmn.com)

### **March 17, 2026 – Minutes**

Called to order at 7:01 by President Ted Prom

**Directors present:** Ted Prom, Troy Theisen, Jody Prom, Ken Bemboom, Erich Rothstein, Scott Morris, Jimmy Zanardi, MaryJo Kometz

**Directors not present:** Sam Morris, James Trantina

**Ag Society Members present:** Corey & Vickie Molitor

#### **Guests/Public Comments:**

Brian Duchene – First Responders Event

Requesting BCAS to be on board with hosting the First Responders Event. August 11<sup>th</sup> is their first option. 2nd option is August 18<sup>th</sup>. Ted said the 18<sup>th</sup> would work, and asked if Brian needed a backup date. August 25<sup>th</sup> will be the backup.

#### **Approve and add agenda Items:**

Ted added items. Ken moved to accept the agenda, Jody seconded, the motion passed.

#### **Treasurer's Report:**

Cheryl presented the report. Erich moved to accept the report, Ken seconded, motion passed.

#### **Secretary's Report:**

Scott moved to accept the minutes, Ken seconded, motion passed.

#### **General Manager Report:**

Spectrum Mary & Jenn are removed from the account, and Ashley & Cheryl added.

Let Jody & Ashley know for posting on FB and website.

SAE dry land events: Benton Economic Partnership LLC July 22<sup>nd</sup>, Pages Circus Jun 4<sup>th</sup>-5<sup>th</sup>. Ted reminded the board that we need to come down to the grounds and count hook ups for electrical. Pantowners Car Show August 15<sup>th</sup> -16<sup>th</sup>. Jody asked if Matt knows we get a percentage of the events. Jody asked Ashley to email Matt regarding the percentage.

ADA – Sign Language interpreter – if we are asked to have one within 7-14 days of the fair or prior, we need to comply. Vickie has a contact names Brenda Homerding to get details.

#### **Groundskeeper Report:**

Scott said we just need to determine when water will be on.

#### **Monthly duty list:**

Read list for April

Followed up on other lists for items in question for completion

#### **Old Business:**

March IAFE convention recap – Attended, Ted & Jody Prom, Troy Thiesen, MaryJo Kometz, Ashley Willenbring, Jimmy & Jill Zanardi. Ted said it was good for him – he got some new information. MaryJo found it good and informative.

#### Summer Help

We have Deni (part time – use as extra). Possibly Kara after she figures out her kids summer event schedule. Ann from 4-H has a possible person. Jody will contact her and set up a meeting.

#### Bylaw approval

Discussion was had regarding By-laws updates and changes. Ken approved amended bylaws, seconded by Erich, motion passed.

Stearns County Textile drop – Ashley read the questions answered from the email. Jimmy moved to us the space and no rental. seconded by Scott, motion passed. The board asked if they will put it in the paper with our name.

#### 1402 house tear down – bids presented

Ken received 2 more bids for house demo. Ken spoke about the details on the bids. Ken also made note that trees might be torn down. Scott moved to accept JC trucking , Ken seconded, motion passed.

#### Pantowners

Ted reported that he spoke with Paul Scmitbauer with the passed motion from last meeting. Paul was asking for a 3 year contract with a 1% increase. Jimmy said no to a 3 year contract – was general census of the board as well.

### **New Business:**

#### Camera Purchase (Scott)

Scott said that Shyenne will not have a camera available to her to use this year, with how she takes various pictures. Scott will comeback to next meeting with bids.

Fair year #, started in 1913: minus 2025, 2026 would be 112<sup>th</sup>. General consensus to leave it as it is.

#### ADA compliance for hearing impaired (\$75-\$90 per hour).

#### Move August 18th meeting

Scott moved have the meeting moved to the 25<sup>th</sup>, Troy seconded, motion passed

#### Sportsman's building

Ted reported to get a contract set up with them, and they will pay for water & electric. Joe with mobile exotic petting zoo – Ted told him to reach out Sportsman's Building. Sportsman's would be willing to help paying the fee for the zoo. Jimmy will set up a meeting with Sportsman's to get some back history. Sportsman's will end up under vendors.

#### MaryJo Kometz – Director

Discussion was had about her level of participation.

Scott moved, seconded by Ken to make MaryJo a director filling a vacant seat, with re-election as a director at the November meeting. Motion passed.

### **Executive committee**

#### Meeting with Ashley

Looking for a cell phone for – Recommended by the executive committee, Motion made by Jody – seconded by Scott, motion passed.

Hiring for office help is recommended to go through the hiring committee. Ted formally asked to Chyrl, Erich, and Jody to be available.

Amazon account – Erich moved to open the account, second by Scott. Ashley will research business or prime, motion passed.

#### Bank Account Users/changes

Ted needs to research with the bank to get people updated.

### **Committee Reports:**

#### 4-H (Ken):

Vickie would like board approval to approach the 4-H to match spending on pens. Ken and Scott will be in attendance of the same meeting. Board agreed in general consensus.

Activity Area (Scott):

Jody said the board is filling up. Adjusting some vendors to add in a sensory/quiet area  
Scott asked on machinery hill keep them back a bit from the road, as the area will be used for an extraction.

Ag Craft (Scott):

Beer Garden/Beer Garden Stage (Jody):

Do not have ticket sellers for 2026. They are not doing it because the board is starting a new POS system. Looking at potential coverage options.

Buildings/Grounds (includes Off Season Rentals) (Ken):

Sitting Benches – go through them and make sure they are all good.

Cottonwood Stage (Jody):

Jody reported the cottonwood stage is just about full

Discovery Building (Sam):

Cheryl will be coordinating items. Ted reported Sam asked to be taken off. Cheryl will be taking it on. Cheryl will be trying for the 250<sup>th</sup> year of America.

FFA (Scott):

Finance (Ted):

Knights of Columbus are good for this year, but there are changes for 2027 to be discussed.

Erich is slowly building the system, hoping in the next week to start billing vendors.

Dakota county said BCAS directors could will tour their fair.

Ted reported we are looking for 1-2 able bodies in the finance room.

Ted is working on F&M updates

Food Vendors (Jimmy):

Jimmy reported some of the outlets do need to be updated.

Grants (Ted):

Received partial payment on the Legacy Grant.

Grandstand (MaryJo):

The sellers are good for this year's fair.

Rodeo update from MaryJo – MaryJo reported updates for the Rodeo.

Heritage Building (Sam):

Discussion about a meeting with Ernie Wollack and Lacey Fountaine. Jimmy contacted Ernie, and they will meet in couple weeks.

Sam would like to be removed as chair.

Insurance (Ashley):

Jody asked MaryJo if she had checked into special insurance – MaryJo is working on it.

Livestock/Poultry (Sam):

Milking Parlor: Cheryl will tell Adam to get a list put together of updates needed.

Scott reported for Sam on vet for the fair and Rabbit Show requests/questions.

Have one Vet, will need a second vet to be scheduled.

Marketing/Advertising (Erich):

Erich is communicating with radio.

Jody said they will be pushing the PRCA Rodeo.

Midway (Ted):

Ted has some questions to Randy on pricing.

Jimmy said the food vendor fee needs to be updated on the next contract

Military (Scott):

Scott will not be available for the March meat raffle. Troy & Maryjo will be there  
Military day – might not have a presence from the VFW or the Legion

Parking (Sam):

Handicap parking outside the fence, was discussed at last meeting. Discussion to keep handicap parking where it is.

Parking Passes: Heritage (received 42 passes last year), cottonwood, BGS, ADA

Jody asked how many passes should be set to give out. Ted said add SAE to this also. Passes will be discussed after the meeting with Heritage

Scott reported for Sam: That he has parkers lined up, and is looking at having moveable cattle panels instead of rope and post.

Policies and Procedures (Jody):

Membership fee

Discussion regarding \$30 or volunteering for 4 hours throughout the year. Ken moved the fee for ag society member is \$30 or 4 hours of volunteer that is previously approved and signed off by a director, Erich seconded, motion passed.

Recommendation from the executive committee to have check signing authority set to President, Financial Support, and General Manager (currently Ted, Cheryl, and Ashley). Ken suggested leave it as it was for the whole executive committee, this was general consensus.

Premium Book (Scott):

2 classes need premiums approved. Eric moved to approve, and Jody Seconded, motion passed.

Approve whole book: Eric moved to approve the book for 2026, seconded by Jimmy, motion passed.

Sanitation (Jimmy):

Garbage cans. We are getting the approved quote from previous meeting so the cans will be provided. Scott will go through our cans and get rid of the bad ones.

Jimmy has confirmed the grounds clean up crews.

Security (Jody):

Sr Citizen building/area will become all security/first aid, will need to have 1-2 handicap access porta potties.

Jimmy will do a walk through with Chris to get camera updates

Social Media/Website (Troy):

Resolution being submitted to Facebook, all directors need to sign resolution by end of meeting.

Sponsorship (Jody):

Ashley reported that she is contacting people.

Sports Arena East (SAE):

Jimmy emailed Matt on the bill because it was the same 2024.

Ted reported that we need to follow up to make sure their taxes are completed, otherwise BCAS can be on the hook because we are the land landlord.

They need to be aware of the percentage due from dryland rentals.

Vendors (Erich):

Eric will be stepping back for a bit, and greatly appreciates the help that has stepped up.

Winter Storage (Jody):

Move out April 11<sup>th</sup> 9am -12pm (on website, and posted on window).

Other:

Adjournment:

Scott moved to adjourn, Ken seconded, motion passed.

Reminder for Meet Raffles:

March 27<sup>th</sup> 5:30 – 7:30

April 24<sup>th</sup>

May 8<sup>th</sup>

June 5<sup>th</sup>

Respectfully Submitted,  
Ashley Willenbring – General Manager