

RESOLUTION 2025 – 118

**A RESOLUTION CREATING THE LEWIS AND CLARK COUNTY
FAIRGROUNDS ADVISORY BOARD AND BYLAWS**

WHEREAS, MCA § 7-1-201 authorizes the Board of County Commissioners to establish administrative boards, districts or commissions not otherwise provided for by law; and

WHEREAS, the Board of County Commissioners dissolved the Lewis and Clark County Fair Commission pursuant to Resolution 2025-117; and

WHEREAS, the Board of County Commissioners desire to create an advisory-only board to assist the Board of County Commissioners and staff in oversight and operations of the Lewis and Clark County Fairgrounds; and

WHEREAS, the Fairgrounds Advisory Board shall be appointed and serve at the pleasure of the Board of County Commissioners; and

WHEREAS, the purpose of the Fairgrounds Advisory Board shall be to advise on the development, operation, and maintenance of the Lewis and Clark County Fairgrounds; and

WHEREAS, the Fairgrounds Advisory Board shall be governed by the bylaws attached as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lewis And Clark County that:

1. The Lewis and Clark County Commission, pursuant to its authority under MCA § 7-1-201, does hereby create the Lewis and Clark County Fairgrounds Advisory Board and bylaws.
2. The current members of the dissolved Lewis and Clark County Fair Commission shall be the members of the Lewis and Clark County Fairgrounds Advisory Board.

Dated this 6 day of November 2025.

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS


Candace Payne, Chair

ATTEST:


Amy Reeves, Clerk of the Board



EXHIBIT A

Lewis and Clark County Fairgrounds Advisory Board Bylaws

ARTICLE I – LOCATION

The headquarters of the Lewis and Clark County Fairgrounds Advisory Board (Board) shall be located at the Lewis and Clark County Fairgrounds.

ARTICLE II – ADVISORY BOARD

The Board shall act in an **advisory only** capacity to the Lewis and Clark County Board of County Commissioners and Fairgrounds staff.

ARTICLE III – PURPOSES

The purposes of the Board are as follows:

- a. The Board shall advise in the development, operation, and maintenance of the Lewis and Clark County Fairgrounds
- b. The Board may evaluate the financial operations of the Fairgrounds in accordance with the approved budget adopted each fiscal year and provide comment or recommendations as the Board desires.
- c. The Board shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- d. The Board may advise on the acquisition by gift or purchase, ownership, lease, management, receipt of income, sale, conveyance, improvement, remodel, repair, or otherwise involving the real property and buildings, structures, or appurtenances thereon and personal property of all kinds and nature acquired and held to carry on the objectives and purposes of the Fairgrounds.

ARTICLE IV – MEETINGS

Section 1. Place.

Meetings of the members of the Board shall be held at the Lewis and Clark County Fairgrounds.

Section 2. Monthly Meeting.

The monthly meeting of the Board shall be held on the fourth Wednesday of each month at 11:30 a.m. A financial report for Fairground revenue and expenses may be presented to the Board by County staff.

Section 3. Special Meetings.

Special meetings may be called by the Chair of the Board, Vice-Chair, or by a majority of the Board members.

Section 4. Quorum.

Any six (6) Board members shall constitute a quorum for the purposes of conducting a meeting.

Section 5. Notice and Minutes.

The Board shall provide notice of all of its meetings in accordance with state law and other adopted Lewis and Clark County policies. Minutes shall be taken of every board meeting and submitted to the Lewis and Clark County Clerk and Recorder's Office in accordance with Mont. Code Ann. § 7-1-204.

Section 6. Rules of Order.

The meetings of the Board shall be conducted in accordance with Robert's Rules of Order.

ARTICLE V – BOARD OF DIRECTORS

Section 1. Number.

The Board shall consist of nine (9) directors appointed by the Lewis and Clark Board of County Commissioners with one (1) director being a Lewis and Clark County Commissioner.

Section 2. Committees.

The Board may appoint such committees as deemed expedient for the purposes of the Board.

ARTICLE VI – OFFICERS

Section 1. Election and Appointment of Officers.

The officers of the Board shall consist of three (3) members, a Chair, Vice-Chair, and Secretary to be elected by the 11-member Board. The officers shall serve a one-year term. A board member may serve more than one term in any given position.

Section 2. Officer Vacancies.

A vacancy shall exist for any of the positions in Section 1 if a member resigns, is removed by the Board of County Commissioners, or misses more than 50 percent of the meetings in a given calendar year. Vacancies may be filled by a majority vote of the Board.

Section 3. Chair.

The Chair position shall give general direction to the Board and conduct all Board meetings. The Chair shall also provide notice to all board members of upcoming meetings and other public notice requirements. The Chair may use County staff in assisting these duties.

Section 4. Vice Chair.

The Vice Chair position shall perform the duties of the Chair in the absence of the Chair.

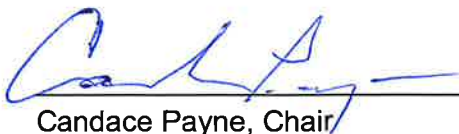
Section 5. Secretary.

The Secretary shall keep minutes of all meetings of the Board and shall be responsible for providing minutes to the clerk and recorder's office. The Secretary may use County staff in assisting these duties.

ARTICLE VII – AMENDMENTS

The Board of County Commissioners may amend these bylaws at any time at a regularly scheduled meeting.

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS


Candace Payne, Chair

11-6-25
Date