



1. CALL TO ORDER. By Tim Sundling, Vice Chair at 12:00 PM
2. WELCOME & INTRODUCTIONS. Those present: Clint, Tim Sundling, Jeff Wagner, Kristen Galbraith, Katie Weaver, Bruce Becker, Nicole Divine, Joe Hanser, Becky Bird
3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA – *none heard*
4. OLD BUSINESS
 - a. Review results from Defining Needs Questionnaire for Stakeholders. Nicole sent the survey out to Bruce Becker for the LRA to complete and reviewed the existing survey with the committee. Katie discussed the rationale behind the new survey. It was decided that Nicole will send the link to the new survey out to the listservⁱ.
 - b. Minutes - 4/3/2019 draft meeting notes. Motion to approve the minutes by Kristen, 2nd by Tim all in favor and the motion carried.
5. NEW BUSINESS
 - a. Master Plan Committee - Field Trip: Committee members reviewed the draft itinerary and were asked to put together a list of questions for Bill Dutcher of MetraPark and Wayne Heggemeier of Big Horn County Fairgrounds and send it to Nicole no later than April 30, 2019.ⁱⁱ
 - b. The committee was asked to assemble a list of ideas and/or feedback received regarding the Master Plan process and the future of fairgrounds and email to KGalbraith@parkcounty by May 8, 2019.ⁱⁱⁱ Kristen will compile and submit to Stahly.
 - c. Public meetings/workshops scheduled for May 20 and 21, 2019. Nicole will confirm the dates and times with Stahly, determine if they are creating an announcement, send notice out to the listserv and create a Facebook event.^{iv} Committee members will make sure all stakeholders they represent are aware of and represented at the public workshop meetings. Clint and Kristen will talk to Livingston Country Club regarding their future plans and desire to collaborate.^v
6. PUBLIC COMMENT - *none heard*
7. RECOMMENDATIONS TO THE COMMISSIONS - *none*
8. NEXT STEPS –
 - a. Submit questions for Bill Dutcher of MetraPark and Wayne Heggemeier of Big Horn County Fairgrounds and send it to Nicole no later than April 30, 2019
 - b. Send any feedback you've received and ideas you've had regarding the future uses/needs for the fairgrounds to KGalbraith@parkcounty by May 8, 2019
 - c. Confirm participation in the fieldtrip with Nicole by May 8, 2019 at noon.
 - d. Next regular meeting: May 22, 2019 from 12 – 1 PM Commissioner's Chambers
9. ADJOURN - Meeting adjournment at 1:05 PM. Motion by Katie, seconded by Kristen.
10. MINUTES SUBMITTED BY: Nicole L. Divine, PCFP Director

Action Items resulting from the meeting:

ⁱ Nicole will send the link to the new survey out to the listserv.

ⁱⁱ Prepare your list of questions for Bill Dutcher of MetraPark and Wayne Heggemeier of Big Horn County Fairgrounds and send to Nicole no later than 4/30.

ⁱⁱⁱ Assemble a list of ideas and/or feedback received on the Master Plan process and the future of fairgrounds and email to KGalbraith@parkcounty by May 8, 2019.

^{iv} Nicole will confirm the dates and times of the public meetings/workshops scheduled for May 20 and 21, 2019 with Stahly, send a notice out to the listserv and create a Facebook event.

^v Clint and Kristen will talk to Livingston Country Club regarding their future plans and desire to collaborate.