



DOUGLAS COUNTY FAIR BOARD

THURSDAY, JULY 20, 2023

EVENTS CENTER

AGENDA

6:30 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE

Public Meeting

Public Comment

Approval of Last Meeting Minutes

Consent Agenda

Admin

- The committee discussed workday plans and how they could assist staff with tasks after July 24.

Entertainment

- The Entertainment committee recommends Madeline from the Branded Maverick to be the Marketplace Liaison. Madeline will be the point of contact during set-up and teardown, selling Fair & Rodeo merchandise, and collecting vendor taxes.
- Axe Box- Axe Box is short-staffed and can no longer participate at Fair & Rodeo 2023.
- Pancake Breakfast- The Pines at Genese has been confirmed for the pancake breakfast. The cost is \$6.50 per person and includes OJ. The setup fee is \$85. Bacon is an additional \$3 per person, and sausage is an additional \$1 per person. It is the recommendation of the committee to provide pancakes for 850.
- The Marketplace-Floor plan has been finalized, and all contracts have been emailed. There are only a few outstanding vendor contracts. The contract is required to be signed before the vendor attends the Marketplace.
- Sunday Sips- Due to poor planning and timing, Sunday Sips will be canceled for 2023. The committee will reevaluate for 2023 and have a well thought plan for a second tent event. Sarah and Lisa recommended utilizing the tent for a possible Fair Board and Volunteer social hour.

Executive

- The committee discussed 2024 budget requests.
- Staff gave an update on all Entertainment, Food Vendors, and Marketplace Vendors.
- Each committee gave an update on final Fair preparations.

Guest Services

- The committee discussed the remaining crucial shifts for volunteers. The only crucial shifts remaining are for ticket takers on Saturday, August 5th. Committee recommends Fair Board for final push for recruitment efforts.

Livestock Sale

- The Mock Sale was held on July 12.

Marketing

- The committee discussed the opportunity to advertise with iHeart Media. They are doing two weeks of 30 ads on the air. They are trading \$1,000 for 50 concert tickets to give away.
- 2023 Posters and souvenir programs have been delivered. Fair Board members are encouraged to take some if they have potential businesses or people to give them to display and give out.

Rodeo

- The committee discussed final plans for the PRCA Youth Camp and the Exceptional Rodeo.
- John reminded the committee about the clan up day on Monday, August 7.
- Debbie updated the committee on hospitality meals.

Show Management

- Event Planning Worksheets will be due to Michelle by Friday, July 14.
- Superintendent Boxes and shirts were given out.
- Hayden discussed the use of the Animal Release Form for this year.
- Rob discussed barn layouts and the use of panels on workday.

Treasurer's Report**Reports from other groups****Regular Agenda****Staff Report****Old Business****Final Fair Review****Slack update for Barrels****New Business****Date for August meeting****Other Business****Walk Around the Fairgrounds****Director Comments****Adjournment****Next Meeting: August 17, 2023**

Rules for Citizen Engagement at Fair Board Meeting

In order to have orderly, efficient, civil, and productive board meetings, the following rules apply to all citizens that have a desire to address the Board:

1. Citizen comments will be heard during the public comment section at the board meeting.
 2. All citizen comments must be addressed to the Board. Directing comments to staff or other members of the public is not permitted during Board meetings.
 3. Public comment section is limited to ten minutes collectively.
 4. Citizens are asked not to repeat comments made by others; merely indicate their concurrence.
 5. Citizens will be asked to use a microphone so that Board members and the audience can hear their comments.
 6. Clapping, cheering, booing and the like are not permitted at Board meetings.
 7. Failure to abide by the aforementioned rules of engagement is considered disruptive to the public process and will result in a warning to the violation citizen(s) by the Board Chair. If after that warning the citizen(s) continues to violate these rules, they will be asked to leave the meeting. If the citizen does not leave the meeting when asked, the appropriate steps will be taken by the Board Chair to have them removed from the meeting.
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Mission Statement: The Douglas County Fair and Rodeo is the premier annual community event in Douglas County bringing together the best of Rural Heritage, Agriculture, Western Sports, Youth and Adult Exhibits and quality Entertainment.