

### **Parking Committee:**

- ◆ Work with load out and load in procedures and implementation
- ◆ Communicate parking/load in and load out procedures and man the area
- ◆ Help distribute signage for No Parking Zones and special events
- ◆ Gas up Golf Carts
- ◆ Gas up Generators for Vendors
- ◆ Chalk areas as needed

### **Rodeo Committee:**

- ◆ Assists with production of the CPRA rodeo performances which includes slack events and main events
- ◆ Volunteers should be familiar with all aspects of rodeo and be comfortable working around livestock
- ◆ Attend Rodeo meetings throughout the year
- ◆ Assist with Arena Prep, Slack and rodeo Activities
- ◆ Plan entertainment activities during rodeo
- ◆ Assist with stall Assignments and provide shavings

### **Royalty Committee:**

- ◆ Committee meets the second Tuesday of each month
- ◆ Committee comprised of Royalty (Queen and LIW) parents, coordinator, Secretary, Treasurer
- ◆ Adhere to Royalty Handbook and By-Laws

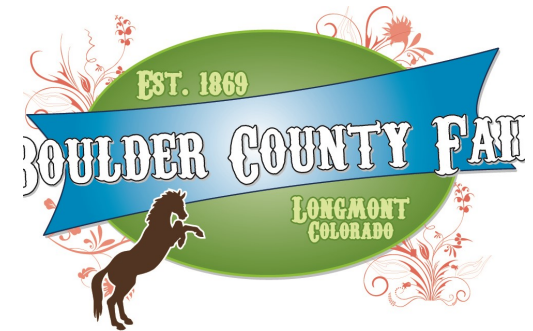
### **Vendor Committee:**

- ◆ Assist with identifying and recruitment of new vendors
- ◆ Assist with the review of applications for accuracy and compliance
- ◆ Assist with vendor selection
- ◆ Assist with assignment of vendor locations assist with setup
- ◆ Assist with Communication to vendors of

### **Volunteer Committee:**

- ◆ Help with recruitment of volunteers through social media, e-mail, newspaper and volunteer listing
- ◆ Assist with orientation trainings
- ◆ Assist with preparation of information and procedures for volunteers
- ◆ Prepare volunteer work schedule
- ◆ Provide relief where needed and any accommodations for special needs
- ◆ Direct golf cart shuttle drivers to pick-up fair goers
- ◆ Identify and assign team leads
- ◆ Visit senior Centers and community events for volunteer recruitment speaking opportunities
- ◆ Assist with and help coordinate Volunteer Appreciation dinner

[www.facebook.com/BoulderCountyFair](http://www.facebook.com/BoulderCountyFair)



**July 31st—August 8th, 2020**

**Fair Board  
Committees**

### **Ag Education Committee:**

- ◆ Assist with contacting and coordinating delivery and return of Ag Displays
- ◆ Assist with set up of Ag Displays
- ◆ Assist with schedule for ag educators
- ◆ Assist with cleanup

### **Advisory Committee:**

- ◆ Assist with functions of the board
- ◆ Promote activities and inclusion at the Fair
- ◆ Recommend enhancements for the fair
- ◆ Participate in Strategic Planning for the 150<sup>th</sup> Celebration in 2019

### **Beverage Committee:**

- ◆ Beverage Servers spend their time at the fair serving beer and other beverages in designated areas in fairgrounds
- ◆ Individuals should be TIPS trained
- ◆ Assists with set up and take down of beer areas as needed

### **Entertainment Committee:**

- ◆ Assist Fair Office staff with Band selection
- ◆ Attend meetings throughout the year to review proposed bands
- ◆ Assist with finalizing Band Schedule
- ◆ Be willing to go listen to Bands perform
- ◆ Coordinates the services for entertainment events, on-site logistics, beverages, food service and sound requirements

### **Exhibits Committee:**

- ◆ Assist with set up for check-in and check-out
- ◆ Assist open class Superintendents with supply boxes, signage, displays set up and other services they need during the extent of the fair
- ◆ Assist as needed with Vendors and Superintendents coordination
- ◆ Volunteer at the Welcome Table
- ◆ Assist with judging, displays and provide detailed maps

### **Facilities Maintenance Committee:**

- ◆ Before, during and after the fair, this committee coordinates the set up and tear down for numerous fair events and functions.
- ◆ Assist with areas needing set up and tear down
- ◆ Assists with livestock pen set up and tear down and any other activities necessary for a successful event.
- ◆ Assists with exhibit bleachers and table clean up

### **Jr. Livestock Volunteers Committee:**

- ◆ Consists of hard working young adults with a passion for livestock.
- ◆ Assists Superintendents with show duties including set up and tear down, assist with tag-ins
- ◆ Geared towards graduated 4-H/FFA members
- ◆ Be a mentor to Jr. livestock members

### **Livestock Market Sale Committee:**

- ◆ Attend meetings held once a month.
- ◆ Assists with operations of the sale committee
- ◆ Assists with arena set up and take down of the sale committee

### **Mexican Rodeo Committee:**

- ◆ Assist with identifying vendors for rodeo
- ◆ Assist with identifying entertainment
- ◆ Assist with setting up children's activities
- ◆ Team with Fair Office on promoting event
- ◆ Identify new ways within community be more inclusive

### **Open Livestock Committee:**

- ◆ Bring livestock to the Boulder County Fair
- ◆ Team with Superintendents on ideas and agreement on new livestock displays
- ◆ Reach out to other fairs on species exhibited in Open Livestock Shows

### **Parade Committee:**

- ◆ Ensure the Fair Board, Fair Family and Royalty are entered
- ◆ Handout flyers during Parade
- ◆ Ensure parade entries have their correct banners