



DOUGLAS COUNTY FAIR BOARD

THURSDAY, APRIL 21, 2022

JAMES R. SULLIVAN EVENTS CENTER CONFERENCE ROOMS

MINUTES

DOUGLAS COUNTY FAIR BOARD

The Douglas County Fair Board meeting was called to order at 6:30pm on April 21, 2022 by Dean Elliott - Chairperson. The meeting was held in the James R. Sullivan Events Center Conference Rooms. The Pledge of Allegiance was recited.

Board Members Present:

*Ben Alderton
Pat Candelaria
Scott Candelaria
Dean Elliott
Sarah Fischer
Jennifer Foss
Arlie Gordon
Wesley Jacobs
Tom Harris
Debbie Mills
Phil Riesselman
Gabriel Ryan
Craig Sloan
Pam Spradlin
Lora Talbert*

Associate Members Present:

*Nick Candelaria
Kyle Moore
Jean Sabulsky
Dick Sabulsky
Pat Salazar*

Staff Members Present:

*Michelle Bartlett
Clay Gysin
Tim Hallmark
Coral Miller
Luanne Lee
John Murgel
Allison Paul*

Other Guests Present:

*Tori Checkal
Bailey Fischer
Gary Turner*

Board Members Absent:

*John Adams
Hayden Schmidt
Rob Tkach*

Associate Members Absent:

*Monty Anderson
Barry Borges
Matt Coyle
Deb Dilley
John Holst
Chayce Lutz
Laura Martin
Scott McHenry
Shawn McWhorter
Anneliese Phippen
Patti Russell
Jessica Smith
Todd Spencer
John Woodrick
Philip Woodrick*

Staff Members Absent:

*Sonia Ormsbee
Laurie Anderson*

6:30 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE**Public Meeting**

Public Comment: None.

Approval of Last Meeting Minutes – Pam motioned to approve the March Fair Board meeting minutes. Scott seconded. No discussion. All approved.

Consent Agenda – Ben made a motion to remove the poultry update from the consent agenda. Pat made a motion for a correction to be made to the Livestock Sale Committee meeting minutes. Phil seconded both motions. No discussion. All Approved.

Admin – No Meeting

Entertainment

- All Entertainment contracts have been signed with exception of Axe Women and the petting zoo. Some details are still being finalized.
- Committee agreed to hire a photo booth to place in Kirk Hall. Guests who use the booth will get a photo strip souvenir with the fair logo to take home.
- Current hired walk around entertainment are (2) cowgirl stilt walkers for second weekend and hula hoop girl for both weekends.
- Committee will also purchase balloon columns to attract attention to the two new events on the first weekend: car show and BBQ.

Executive

- With the addition of the first weekend activities there may be overages this year. Costs of other items have gone up this year and will cause committees to look at ways to save money.
- The committee discussed the Hometown Rodeo contractor, and the County will be working with them on insurance requirements.
- Montana Silversmith's quote was much high than previous years, so the committee looked for alternate companies. Ranahan Customs is providing mockups and has quoted an 8-week turnaround time.
- The Committee is still updating the Policies and hopes to have a final draft at the May Fair Board meeting. Final version will go to the Commissioners for approval.
- Eight individuals applied for Director positions. After interviews were completed one person was chosen to be nominated to the Commissioners.

Guest Services

- Volunteer outreach has begun; volunteer signups will be live May 1st.
- All volunteers will get badges and lanyards for grounds access.

Livestock Sale

- Committee has upgraded the package with Fair Entry to host a Mock Sale.

Marketing

- Media Advertising Avenues: The committee recommends moving forward with Outdoor Promotions, KWGN, Bonneville International and Thirst Colorado

Magazine. The committee is looking into a few other options including iHeart Media (106.7 The Bull) and local Douglas County Newsletters.

-Souvenir Program: Pam is taking the lead on the Souvenir Program and reaching out to previous advertisers. The committee recommends printing 8,000 copies with limited distribution ahead of Fair.

-Sponsorship Update: Sponsorships are coming along nicely for the year.

-Poster/Marketing Design: The committee reviewed and recommended moving forward with the design presented.

-Giveaways: The committee agreed to order several giveaway items including coffee sleeves, tote bags, challenge coins, ear tag key chains and coasters. The committee also recommended to move forward with advertising business cards in lieu of bookmarks.

Rodeo

-There will be 2 contractors for Hometown Rodeo. To reduce freight charges, sheep will be supplied by a local vendor. Currently, both vendors do not have the required insurance. So, Coral and Luanne are working with the County's Risk Management Department to find a solution.

-In place of the "Beyond the Dirt" program, the Committee is recommending a PRCA Youth Camp to take place in the Outdoor Arena on Aug 6th. The camp would be limited to 50 kids ages 8 to 18 years old. Suggested cost of registration would be \$20.00.

Show Management

-Poultry Update: Ben attended an Avian Influenza webinar from the Colorado Department of Agriculture and will give an update at the next meeting.

-Judge Update: Most judges are secured with contracts out or signed.

-Superintendent Updates: The committee will have Individual Superintendent meetings in the month of May and will discuss show logistics, volunteers, department supplies, and any other needs the superintendents have.

-The committee discussed rising enrollment numbers in each program and what may need to be done in the future to accommodate those rising numbers.

Treasurer's Report – Wes and Dean reminded the Board to be thinking about their 2023 budgets as they will be discussed at next month's meeting. Wes gave an update for each individual committee budget including new expenses.

Reports from other groups

FFA – Bailey reported they are getting ready for their annual banquet on April 29th, their annual plant on May 6th and the 4-H Livestock Judging Competition on April 30th. They are still looking for group leaders and any monetary donations for the Livestock Judging Competition. If you would like to help, please contact the 4-H Livestock Judging team. FFA will also be electing new officers soon.

Youth Council – Tori reported that the youth retreat has been postponed again until October. Youth Council is hard at work on June Show coming up on June 4-5, 2022.

They have received a lot of sponsorships but are still looking for judges. They are hoping for a great turn out. Debbie asked if they would be interested in having the “4-H Lives Here” yard signs again, Tori said that they are interested.

Regular Agenda

Staff Report - Allison passed around the Fair Board contact list and asked everyone to update their contact information. The Event Coordinators gave an update on their work schedules. Luanne updated the Board that Clay has been promoted to Fairgrounds Supervisor and a new Assistant Supervisor – James Katros – has been hired and will start on May 9, 2022.

Food Vendors, Feast at the Fair, and First Weekend Updates - Coral passed around info and talked about the Farm to Table caterer and chef who put on their own Farm to Table events. She gave everyone a schedule of where the chef will be this summer if anyone wants to check them out.

Director Buckles - Dean presented Arlie, Wes and Phil Platinum Director Buckles for serving over 20 years on the Fair Board. Jack and Monty were not in attendance at the meeting, but also received buckles.

Old Business

Poultry Update – Ben gave an update on the Avian Flu and its impacts on this year’s Fair. The State Vet has placed a 90-day hold, ending on June 26, 2022, for all poultry events that inhibit co-mingling of bird flocks. This date is after our Poultry ID day and after entries for Fair are due. The Show Management Committee Chairs are working closely with the Poultry Superintendent for logistics. They are looking at doing Poultry ID Day virtually via Zoom calls and/or pictures. They are also looking at different alternatives for the poultry shows if needed. The Board asked how the disease is spreading so rapidly. Ben clarified that the spread is mostly through migratory birds.

Judge Contracts – Ben gave an update that all major species judges have been contracted as well as all Open Class judges have been secured.

Hometown Rodeo Update – Craig gave an update that the County is working with the Hometown Rodeo stock contractor and Risk Management to figure out a solution for the insurance requirement.

New Business

Beyond the Dirt/PRCA Ground School – The Rodeo Committee is recommending replacing Beyond the Dirt with a PRCA Ground School. This will

not affect the schedule and is less of an impact on staff and volunteers. The PRCA would provide instructors at no cost to us for around 50 kids, ages 8-18. The committee discussed the Fair Foundation charging \$20 per entrant. Scott motioned to approve the PRCA Ground School in lieu of Beyond the Dirt pending The Fair Foundation's discussion next week. Craig seconded. No discussion. All approved.

Dean reminded everyone that the Stick Horse Rodeo has been moved to the first weekend.

Buckle update – Dean updated the Board that the current buckle provider has raised their prices from \$100 to \$150 per buckle for 2022. The Awards Committee found an alternative company that provides buckles for the National Western Stock Show. That company has offered to provide us a wide variety of buckles and designs at \$100 per buckle. The Awards Committee is finalizing the design with the new vendor. Pat motioned to move forward with the new vendor for 2022. Sarah seconded. No discussion. All approved.

Fair Board Nomination update – Dean updated the Board that there were eight great applications received for the three open Fair Board Director positions. The committee interviewed 6 individuals (two dropped out with other commitments). The Nominating Committee is recommending that only one of the candidates be recommended to the Board of County Commissioners (BOCC) as a Fair Board Director. The reason for only recommending one applicant was because they are a current Associate Member to the Board and the Nominating Committee has asked the other five applicants to attend committee meetings and become Associate Members to the Board first. Pat motioned for Pat Salazar to be nominated to the BOCC as a Fair Board Director. Craig seconded. Pam clarified that his will now go to the BOCC for approval at an upcoming work session. All approved.

Shooting Sports Award – The Shooting Sports Advisory Committee approached Pat to rename the Shooting Sports Good Sportsman Award to the Makayla Dame Good Sportsman Award in memorial of Makayla Dame. Several families wanted to create new awards in honor of Makayla, but the Advisory Committee thought that this would be a better award to embody the everything that Makayla was. Pat made a motion to change the name of the Shooting Sports Good Sportsman Award to the Makayla Dame Good Sportsman Award. Scott Seconded. No discussion. All approved.

Other Business**Director Comments**

Debbie remind everyone that the Cowboy Ball will be held on Saturday, May 7, 2022 as a 21 and over event. Tris Munsick and the Innocents will be the entertainer. The price is \$60/ticket with dinner, 1 drink and dessert. There will be an opportunity for private meet and greet with Tris and the band as well as a whiskey and wine pull fundraiser.

Debbie also reminded everyone that Roper Apparel is this year's Marketplace sponsor again. The Roper warehouse sale is this weekend and it would be great for everyone to go out and support.

Lora updated everyone that the Admin Committee did not meet but has been working hard. Pam ordered all shirts and will pass them out at the May Fair Board meeting. The Admin Committee will be sending out las year's Event Planning Worksheets for committees to update. These will be due at the June meeting.

Dean asked that anyone who was available to stay a few minutes after help put award letters in envelopes.

John Murgel passed out promotion items for the Ag & Floriculture Department. He gave out free packets of seeds to promote entries for Fair. These will be available at the Extension Office if the Board know of anyone who would like one. He also gave an update the Extension Office has hired a new Director, Guinevere Nelson, who will start at the end of May. They also held interviews for the open agent positions this week. He will provide an update on those interviews as more becomes available.

Adjournment at 7:18pm.

Next Meeting: May 19, 2022

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.