



**DOUGLAS COUNTY FAIR BOARD**

**THURSDAY, OCTOBER 19, 2023**

**JAMES R. SULLIVAN EVENTS CENTER CONFERENCE ROOM**

**MINUTES**

Dean Elliott- Chairperson called the Douglas County Fair Board meeting to order at 6:32 p.m. on October 19, 2023. The meeting was held in the James R. Sullivan Events Center Conference Rooms. The Pledge of Allegiance was recited.

***Board Members Present:***

*Dean Elliott  
Tom Harris  
Wesley Jacobs  
Dr. Phil Riesselman  
Pat Salazar  
Hayden Schmidt  
Rob Tkach  
Gary Turner  
Lisa Turner*

***Associate Members Present:***

*Nick Candelaria  
Dick Sabulsky  
James Jamison  
Lori Sorenson  
Ted Sorenson*

***Other Guests Present:***

*Tori Checkal  
Cindy Duckworth  
Brittany Duckworth  
Tristin Hastings  
Marcus Ballinger*

***Staff Members Present:***

*Laurie Anderson  
Zach Burns  
Teresa Kutt  
Michelle Mannes  
Tori Thelen*

***Board Members Absent:***

*John Adams  
Pat Candelaria  
Scott Candelaria  
Sarah Fischer  
Jennifer Foss  
Arlie Gordon Jr  
Debbie Mills  
Gabriel Ryan  
Pam Spradlin  
Lora Talbert*

***Associate Members Absent:***

*Ben Alderton  
Matt Coyle  
Deb Dilley  
Josiah Fredericks  
John Holst  
Chayce Lutz  
Laura Martin  
Scott McHenry  
Kyle Moore  
Patti Russell  
Jean Sabulsky  
Todd Spencer  
Chris Spyke*

**6:32 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE****Public Meeting**

**Public Comment:** No public comment.

**Last Meeting Minutes:** September meeting minutes were reviewed but quorum was not met, will bring to November meeting for approval.

**Treasurer's Report:** Wes briefly provided an overview of the 2023 Fair & Rodeo expenses and revenue. The numbers are nearly final for the 2023 Fair & Rodeo, with a few items to still come in. 2023 expenses were only \$12k over budget for the Fair and Rodeo.

**Consent Agenda:** No discussion. Quorum not met, to be deferred until November meeting. Rodeo, Executive, Livestock and Show Management were the only committees that met in October.

**Reports From Other Groups**

**FFA:** No representative present.

**4-H Youth Council:** Tori introduced new youth council representative Tristin Hastings and Marcus Ballinger, who will now attend Fair Board Meetings.

**CSU Extension/4-H:** Brittany Duckworth reported 4-H Achievement Night was a great success, concluding the 2023 4-H year. Enrollment now open until March 1 for 2024 program. Colorado Leadership Camp begins in November.

**Fair Foundation:** Cindy Duckworth invited everyone to the Ghost Town Hoedown at the Event Center on Saturday, October 21. Tickets \$35 include dinner, drink, dessert. Kid friendly. Seven recipients were awarded a L.E.G. Up Grant. No recipients/applicants for lamb or poultry grant for 2023. She asked for help in promoting those grants in 2024.

**Regular Agenda**

**Staff Report:** Zach gave an update on the Master Plan, stating the main challenge in design concepts is that the Fairgrounds is very land locked. The designers will go back to the drawing board to expand the grounds footprint to the east. Emphasized it will be a very long process. Dean asked to keep the Fair Board in the loop throughout the process.

Tori thanked everyone who attended the volunteer appreciation event this week.

**Old Business:****2024 Committee Goals**

Dean asked the Board to go back to their committees and to identify 4-5 priorities for 2024. We will revisit at the November meeting for those committees that did not meet in October or who missed this meeting.

**Show Management and Livestock Sale Goals**

Hayden reported the committee's goals for 2024 will focus on Sale Night including improving buyer experience, entry, and parking.

Phil added that redesigning sale ring layout, increase seating by swapping out bleachers and improving flow of animals and people. Zach mentioned to consider fire safety and emergency exits.

Rob voiced a concern about rodeo contestants in the pavilion due to parking issues that needs to be addressed.

**Guest Services Goals**

Gary reported that Guest Services would:

- Work to improve ticketing process including adding pop up tents at grandstands
- Hand stamps need to change from Friday and Saturday.
- Expanded volunteer recruitment
- Create a web-based volunteer training

**Rules Update**

Hayden reported that the committee received a lot of input and comments through the survey. Rules comments were due October 13. Submissions will be reviewed by the committee and recommendations will be sent out in November for the board to review.

Recommendation to add new animal class for mini horses; dairy class was recommended by Noah. Phil noted Douglas County use to be a dairy county and the fair was started out as a butter fair and is an important part of Douglas County history. Hayden emphasized the need for good guidelines and committed volunteers to start new initiatives.

**Other Business**

Postpone new Associate Member approval until November meeting. Dean recommends utilizing the job description that Fair Board created for associate member to assess new applicants.

Postpone Lifetime Honorary Member status for Arlie Gordon, Jr. until next meeting when he is present.

Hayden reported that two bids were received for the new livestock panels for the pavilion and show ring. Committee is reviewing bids and will decide soon. Dean recommends new panels be labeled to better identify.

Board members were given the opportunity to donate to help defray the cost of the memorial service for Michelle Stainbrook, one of the Fair Sponsors, who owned the Stagecoach Bar in Franktown. Memorial service will take place at Fairgrounds.

**Adjournment at 7:05 PM.**

**Next Meeting: November 16, 2023**

**Rules for Citizen Engagement at Fair Board Meeting**

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.