



DOUGLAS COUNTY FAIR BOARD- EXECUTIVE COMMITTEE MEETING

THURSDAY, OCTOBER 14, 2021 AT 6:30 PM

EVENTS CENTER CONFERENCE ROOMS

MINUTES

Meeting

Attendance: Craig Sloan, Wes Jacobs, Tim Hallmark, Luanne Lee, Sonia Ormsbee, Michelle Bartlett, Allison Paul, Lora Talbert, Pam Spradlin, Gabriel Ryan, Hayden Schmidt, Dean Elliott, Phil Riesselman, John Adams.

Review date sub-committee efforts: 2022 Dates are July 30-August 7, 2022. Dates will be voted on by the Fair Board at next week's meeting and then the schedule can move around within those dates. The committee discussed different options for Livestock Sale dates. Prior Sunday or Monday night for the sale is an option. Phil is talking to the packing plants about taking animals mid-week. This would affect the shows and moving them up a week.

Discuss Fair Board Meeting dates for the balance of the year: November Fair Board meeting is 11/18/21 Exec will be on 11/11/21. December we will look at having a short Fair Board business meeting then a holiday gathering.

Discuss Committee Meeting date for the balance of the year: Due to the way the month falls in November, Livestock Sale and Show Management meetings will be on 11/3, Executive will be on 11/10 and Fair Board will be on 11/17.

Committee Meeting Schedule: Starting in December the new meeting schedule will be Marketing (5-6pm) and Show Management (6-7pm) are the first Wednesday of the month with Michelle as the staff liaison. Entertainment (5-6pm) and Rodeo (6:30-7:30pm) are the second Monday of the month with Coral as the staff liaison. Guest Services (5:30-6:30pm) and Livestock Sale (6:30-7:30pm) are on the second Wednesday of the month with Allison as the staff liaison.

Discuss vendors and agreements for Fair: The County has guidelines of when RFQ's or IFB's are due. Committee Chairs are to work with staff on supplies they need to purchase.

Shirts: Dean Would like to look at the shirt vendor and work with the County vendor to see if we can get all Fair Board Director's shirts. Admin Committee will be handling shirt orders and create a standard of colors and shirts to order ahead of time, so we have them for new Directors. Colors decided on were red, white, and blue. Dean would like the Board to have consistency with all Fair Board Directors wearing the same color and style of shirt. Wes would like to get a sample of the shirts to try on.

Buckles: The Board obtains quotes for buckles and would like to have the inventory in by May.

Contractors: Embroidery – Will be the same as the County vendor for clothing.

Food: Dean would like to have all food trucks; the livestock sale caterer and hospitality be coordinated. Phil thinks that the kitchen area of Kirk Hall should be used for food, not alcohol and still use Kirk Hall as Hospitality. Hayden agreed that a vendor does not necessarily have to have the Kitchen in Kirk Hall to do food, they just need someone who can come out and do a coke trailer or something. Staff has an upcoming meeting with two individuals to have food consistency. Dean would like to have a discussion this month at Fair Board to discuss where food lies within committee responsibility. Dean liked the layout of Kirk Hall, others did not. At the November meeting, they would like to discuss Kirk Hall and the aesthetic.

Processors: The Livestock Sale Committee will be looking into other processors for the sale.

Discuss Guideline and Policy document revision activity: Dean would like to revisit the Guideline and Policy document and formed a committee of Jennifer Foss, Laura Martin, Pam Spradlin, Dean Elliott, and Gabriel Ryan to complete the review.

Review Director terms: The committee went through the Director Term Limits. The discussion included why the years for Directors are staggered, and that is why vacant spots take on their predecessor's term limit. Those terms expiring this year will be voted on at the November Fair Board meeting.

Committee updates:

Livestock Sale: Phil ordered plaques for Castle Rock Florist, Elizabeth and Simla. The Sale Committee has made the recommendation to not have an online sale and only offer add-ons online. They plan to use Fair Entry as the software for the coming year. Caterer, hats, photographer, etc. are all out for quotes.

Guest Services: Gabe expressed that the committee will be using Sign-Up Genius as the sign-up website, they will not be offering a sponsorship for volunteer t-shirts, Ticketing and Guest Services will be a more united front, they plan to get sign-ups out earlier, and will be having the ticketing orientation the same day as volunteer orientation. Tim explained that Guest Services used to handle ticketing, but things have changed throughout the years; Sonia is now officially a member as the Guest Services Team along with Allison. Both groups can use more horsepower and can be a united front.

Admin: The Admin Committee is working on shirt and jacket orders, working on a timeline for tasks for 2022, awards, handing out packets on workday, workday lunch, and working on the phone list early. Work plans are due to admin committee by the next Fair Board meeting.

Entertainment: Lora explains that they have leads on a carnival, but nothing is confirmed yet – this is a work in progress. The committee is working with Gina with Get Connected Events again and would like to have the plan nailed down by December and would like to put the Old West Town in the parking lot next to the Events Center. Still in the planning stages of the concert. Tim will ask the Commissioners for permission to move forward with a concert. Staff is talking to the Grizzly Rose for a different agreement. He reminded the Board that they Grizzly Rose is one of the only promoters willing to take on the risk, and that the commissioners previously did not want to take on the risk. The Board would like the committee to investigate the band Ashtone.

Marketing: The committee is looking at doing a commemorative poster, coloring contest, and sending the media out to bid (tv & radio). They also talked about making the “Douglas County” portion of the logo larger.

Rodeo: John expressed that the committee is working on their plan of work, Hometown Rodeo Rules, Changing Events for Hometown Rodeo, Contestant Outreach, and nominations from Mountain States Circuit Finals. The Cowboy

Channel has asked for a flag to display in their studio. NFR tickets will be divvied out at the next Fair Board meeting.

Show Management: Hayden expressed that the deadline for Superintendent Applications has passed and no applications were received for Sheep or Horse. All rule changes have been collected from the superintendents and the Rules Committee will review them very shortly. Dean stated that he heard from 4-H parents that they would like a forum to discuss their thoughts on the rules and the Show Management Committee. He asked that the Board put together a meeting like a Commissioner Town Hall meeting, with a group of Directors there to take in the input. Ben & Hayden asked the families to set these meetings up but have not heard from anyone. Dean believes that Ben, Hayden, and Michelle have done a great job with the 4-H community and mitigating issues in 2021, but these families have opinions on more than just Show Management. The questions were asked if it would be easier done over email than in person and if the whole Fair Board should be in attendance. It was decided that it should be limited to just the Executive Committee.

Other

Next Meeting:

November 10, 2021

Comments: