

DOUGLAS COUNTY FAIR BOARD  
November 19, 2020

The Douglas County Fair Board meeting was called to order at 6:30pm on, November 19, 2020 by Dean Elliott, Chairperson. The meeting was held virtually. The Pledge of Allegiance was recited.

**Board Members Present:**

*John Adams*  
*Ben Alderton*  
*Pat Candelaria*  
*Scott Candelaria*  
*Dean Elliott*  
*Sarah Fischer*  
*Jennifer Foss*  
*Tom Harris*  
*Wesley Jacobs*  
*Shawn McWhorter*  
*Debbie Mills*  
*Phil Riesselman*  
*Gabriel Ryan*  
*Hayden Schmidt*  
*Craig Sloan*  
*Pam Spradlin*  
*Lora Talbert*

**Associate Members Present:**

*Anneliese Phippen*  
*Matt Coyle*  
*Patti Russel*  
*Pat Salazar*  
*Laura Martin*

**Staff Present:**

*Michelle Bartlett*  
*Synneva Knopp*  
*Luanne Lee*  
*Nicole Speeding*

**Standing Members Present:**

*None*

**Board Members Absent:**

*Monty Anderson*  
*Arlie Gordon Jr.*  
*Tom Harris*  
*Jack Orr*

**Associate Members Absent:**

*Barry Borges*  
*Nick Candelaria*  
*Darlene Craven*  
*Deb Dilley*  
*John Holst*  
*Chayce Lutz*  
*Scott McHenry*  
*Kyle Moore*  
*Jessica Smith*  
*Todd Spencer*  
*John Woodrick*  
*Phillip Woodrick*

**Staff Absent:**

*Laurie Anderson*  
*Barbara Drake*  
*Kyle Christensen*  
*Kirsten Cowan*  
*Mike Ehmann*  
*Tim Hallmark*

**Other Guests:**

*Grace Pool*

## **Public Meeting**

**Public Comment** – None

**Approval of Last Meeting Minutes** –John moved to approve the October minutes. Gabe seconded—All approved.

Dean stated the purpose of the consent agenda is to allow for all items to be reviewed prior to the meeting so they can be approved at once and save time. He noted that if anyone feels that any of the items require additional discussion then those items will be moved to the regular agenda.

Ben requested that the superintendent approval to be moved from the consent agenda to the regular agenda.

Dean moved the Chair of the Guest Services Committee item to the regular agenda.

With the holdings mentioned above, John moved to the consent agenda. Craig seconded- the motion passed.

## **Consent Agenda**

**Treasurers Report** – Report included in packet.

**Fair Management Report** – IAFE Award Summary

**CSU Extension Director Report**

**4-H Council** –

The Youth Council discussed all upcoming events

- Leadership Day
- Sylvia's Baking Series
- Youth Council Lock In
- Youth Council Holiday Dance
- 4-H Youth Council Holiday Donation Drive

4-H Enrollment opened on November 1, 2020 and closes at the latest March 1, 2021

**4-H Leaders Council**

4-H Leader's Council is working through an assessment process on where we are at as 4-H leaders here in Douglas County, where we want to get to, and then work on how to get there! Kirsten is excited for the data that is being gathered and the conversations that have been started!

**Staff Report**

Upcoming Workshops/Clinics:

- Cat project info session 11/7 – so fun to meet new families looking to try an animal project
- Dog project leader training session 11/9 – great start to coming together as a team!

- Livestock nutrition clinic 11/14 – shifted to virtual format
- Poultry Project info session 12/12 – currently in person – basic info for those thinking about doing the poultry project!
- More fun to come!

## **Guest Organization Reports**

**Fair Foundation-** None

**FFA -** None

## **Committee Updates**

### **Guest Services Committee**

- Jean is working on updating the 2019 volunteer schedule to be presented at the December meeting. After the schedule is approved, Michelle will input the shifts into Volunteer Connect and update the marketing materials to reflect the new sign-up link.
- Dick is working on volunteer ‘thank you’ ideas for during Fair and will bring these to the January committee meeting. The committee decided to do away with the idea of incentive shifts.
- The committee discussed the qualities they desire in a new Chair for Guest Services. The biggest quality the committee desired is familiarity with the Guest Services committee and all of its functions.

### **Marketing Committee**

- The committee determined their focus for 2021 would be the overall expansion of agricultural in addition to the education of the Douglas County Fair & Rodeo’s history.
- The committee wants to focus on selling out the tickets for all ProRodeo performances and create different packages for families on Sunday.
- The committee is discussing/reviewing different options for the Souvenir Program for 2021.
- The committee is looking at new sponsorship networking avenues in addition to community involvement such as attending Rotary Club meetings to do presentations.

### **Entertainment Committee**

- The committee is looking at doing a barn dance in the Indoor Arena if there is no large concert on Saturday night.
- The committee is exploring alternate entertainment options in the Indoor Arena on Sunday instead of Draft Horse.
- Lora is putting together a proposal to capture the committee’s vision for educational tours involving 4-H Exhibitors and Superintendents with the possibility of charging for a ‘behind the scenes’ experience.
- The committee decided not to pursue having Get Connected Events oversee the vendors in the Marketplace and will look to find volunteers or a less expensive option.
- The committee decided to have Kiefer Hitch come back in 2021 if all goes well.

### **Livestock Sale Committee**

- The committee discussed their budget for 2012.
- Wes gave the committee a run down on the sale results broken down into different categories.
- The committee looked at different options for doing an online sale.
- The committee discussed different vendors including the cater, photographer and banners.
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### **Rodeo Committee**

- Summit Pro Rodeo will be the Stock Contractor for 2021
- Reita Creek will be the Video Scoreboard Vendor for 2021
- The committee approved the Hometown Rodeo rule changes for 2021. The Hometown Rodeo rules in addition to the Royalty rules will be pulled out of the CR and be their own separate documents
- The committee recommends that Craig and John are grandfathered in as Co-Chairs instead of Chair and Vice Chair

### **Show Management Committee**

- The committee recommended that Ben and Hayden continue as Chair and Vice-Chair. They expressed how appreciative they are of everything that Ben and Hayden have done this past year.
- The committee discussed the competition rule changes and the new Fair Board rules committee.
- The committee recommended a list of judges and superintendents to be approved at the next Fair Board meeting.
- Michelle reminded the Superintendents to turn in their Event Planning Worksheets for 2021.

### **Executive Committee**

- The committee discussed the budget

### **Old Business**

Dean requested that if anyone is interest in serving as the Guest Services Chair to please make him aware. He stressed that it is an important committee that is doing good work, but he would like to find a Chair to oversee everything and keep the ball rolling.

Ben explained that one of the things that came out of the last Show Management meeting was a recommended list of judges that he wanted to put before the Board for approval. He explained that Michelle, Hayden and himself planned on connecting with and engaging some of the judges after the first of the year. Ben stated that both out of state and in state judges were requested in case they ran into any restraints as out of state judges do tend to cost a little more and are more affected by last minute changes due to travel arrangements. Wes asked if the list came from Show Management and if everyone was on the same page, which Ben confirmed with the exception that no judges were submitted from the poultry superintendent. Hayden procured all the poultry judges on the list and

confirmed they were all licensed. Wes moved to approve the list of judges. Phil seconded. Dean asked if there was any discussion. Shawn wanted to clarify and make sure that out of state judges would be the first priority as they have been in the past. Ben said Shawn was right in general, but one of the things that is being looked at is how the committee can streamline costs and one of the ways to accomplish this is to have in state judges, which he thinks is fine as long as the judges aren't familiar with the families in the County. Shawn said he understood, but the problem is that many families go to jackpot shows around the state and those shows have local judges and it would be unfair for a judge to have already seen an exhibitor and their animal. He pointed out that one way to save money would be to contact surrounding counties and see if it's possible to piggyback off of their judges and save some money that way. Phil pointed out that another way to save money is to have judges judge multiple species. Ben agreed and explained that practice is already done when possible.

Scott asked if the approval Ben was asking for was just so that the judges could be contacted to see if they are available/interested. Ben confirmed that it was and Scott said he didn't feel more discussion was needed at this point.

Ben explained that some of the superintendents on the list were highlighted because they required some additional discussion. Ben went over each instance. Regarding the dog program, Brenda McKinney would like to move forward with only Kristen and Cheryl at this time. Regarding Master Showmanship/Round Robin, Ben explained he spoke with Robin Vogel and she would like to have solely Kim and Sue as assistant superintendents and other people interested only serve as volunteers. Ben would like to back his superintendents. Winter Arnt was highlighted due to a question that was brought up on whether assistant superintendents could be related to the superintendents. There was some concern that if there were an emergency, the assistant superintendent would be less likely to be able to step in if they were related. Ben stated that he did not feel strongly about it either way, but would like to see what the rest of the Board felt since the question was brought up.

Dean remembered this being discussed in the past, but did not remember the outcome so opened up the discussion to the group for whomever remembered it in greater detail. Shawn said he remembers it being discussed as well and feels that ultimately if both the assistant and superintendent needed to leave for an emergency then a Fair Board Director would have to step in. He also made the comment that there is not a line of other assistant superintendents to choose from so why not let Dawn and Winter be superintendents together.

Nicole said as a 4-H agent, she would recommend seeking an additional superintendent outside of the family because they found many errors in the ribboning last year and feels that having it would be beneficial to have an outside perspective and a fresh set of eyes.

Hayden said he can see Nicole's point of view, but since these are the only applicants that have applied at the time, that they should move forward with Dawn and Winter since she will most likely help out anyways and then look for a third person to help as the year goes on.

Patti Russel said she would be willing to step up, but isn't sure of the process. Ben said she would just need to fill out an application and be a 4-H leader. Patti confirmed she is a 4-H leader and

Michelle explained that she would help Patti and her approval for being at superintendent for General Projects would take place at the January Fair Board meeting after the Show Management Committee reviews it.

Pat asked Nicole to explain what all is required as part of that job. Nicole explained it's important to understand the ribboning process, communicate with the public and be knowledgeable of how projects are ranked. Nicole explained that she is planning on doing all the computer work one day and all the ribboning the next day so streamline that process.

Dean thanked Patti for stepping up and for Ben and Michelle helping with the application process.

Anneliese invited anyone who has experience or is interested to apply for the Sheep Lead Contest because currently it is just her and her mother signed up.

Dean stated he would entertain a motion to approve the superintendent list as presented. John made a motion to approve, Scott seconded. Dean asked if anyone has further discussion. Pat wanted to verify that Elizabeth Kraft was not included on the dog superintendent list and Dawn Arnt was not included on Master Showmanship/Round Robin list as discussed. Ben said that's what he would propose asked John and Scott if that's what they intended when they made the motion. Scott said that was fine with him. Shawn pointed out that the Dog program has been struggling for a couple years, so why not let Elizabeth help and have one more person who is passionate and willing to volunteer their time get involved. Ben said it is hard for him to turn away volunteers, but as Brenda explained it to him, she is happy with her group right now and feels it's important to have another year to solidify the cohesiveness of the program and reexamine introducing new volunteers next year. Hayden echoed. The motion was approved.

Dean invited Ben, Hayden or Michelle to give an update on the Competition Rules and the timing of publishing. Hayden explained that a Rules Committee has been assembled and although they are still working on some changes, they but are hoping to get approval from the Board in January and have the CR posted in February.

Dean stated that in reviewing the guidelines and procedures, he would like to clarify Appendix A as it relates to Chair, Vice Chair and Co-Chair. He proposed a motion to allow each committee to determine the title, role and responsibility of the leadership structure specifically related to the title of Co-Chair or Vice Chair such that each committee will have a Chair and either a Co-Chair or Vice Chair and further clarifying that each committee will have one vote regardless of the structure. Phil stated that he approved. Craig seconded. Hayden asked if we are going to have to amend the attendance requirements for Co-Chairs and Chairs. Dean said it needs to be reviewed in the Winter months. Pam opposed, but the motion passed.

Pat Candelaria spoke on behalf of the Awards Committee.

### **Retiring Directors**

Proposed Change: Retiring Directors shall return all fair shirts to the Fair Office. Name badges may be retained and may continue to be worn at future fairs.

Sarah seconded Pat's motion. Pam asked if she had to return the shirts she purchased herself. Pat amended the change to state shirts purchased by the Fair Board must be returned and also added that retired directors will not wear them at Fair.

**Final Change:** Retiring Directors shall return all fair shirts purchased by the Fair Board to the Fair Office. Retired Fair Board members shall not wear Fair Board shirts at future fairs. Name badges may be retained and may continue to be worn at future fairs.

The motion passed.

### **Honorary Directors**

**Proposed Change:** After serving as a Director for 16 years the Director will be moved to gold status. They will have the option to remain as an active director for an additional 4 years or retire. If remaining as a Director they are no longer required to be on two committees or attend two-thirds of committee meetings. The Director's picture will be moved to the Gold Director Status within the fair book.

After serving as a Director for 20 years the Director will be moved to platinum status. The Director will become a non-voting member and may continue to attend meetings. The Director's picture will be moved to the Platinum Director Status within the fair book.

Pat moved to approve the above change. Dean seconded.

Phil asked if someone who has served for 20 years is forced to retire. Pat and Sarah said that it wasn't the Committee's intent to force retirement. Dean proposed including some of the language from the 16 years of service to make that clear.

**Final Change:** After serving as a Director for 16 years the Director will be moved to gold status. They will have the option to remain as an active director for an additional 4 years or retire. If remaining as a Director they are no longer required to be on two committees or attend two-thirds of committee meetings. The Director's picture will be moved to the Gold Director Status within the fair book.

After serving as a Director for 20 years the Director will be moved to platinum status. They will have the option to remain as an active director for an additional 4 years or retire. If remaining as a Director they are no longer required to be on two committees or attend two-thirds of committee meetings. The Director's picture will be moved to the Platinum Director Status within the fair book.

The motion passed.

### **Deceased Directors**

**Proposed Change:** A brick shall be purchased with the name of the Director, including their years of service on the Fair Board.

Pat moved to approve the change. Scott seconded.

Pam asked when that change would take place. Pat clarified from this day forward.

The motion passed.

## **Service Awards**

Proposed Change: Directors shall receive the following service awards:

- 8 years (2 terms) – Plaque
- 12 years (3 terms) – Cast Buckle
- 16 years (4 terms) – Buckle with their name
- 20 years (5 terms) – Buckle in a Display Box

Pat moved to approve the service award change. Sarah seconded. Pam asked if the buckle box includes a buckle or is simply a box. Pat said it would be a fancy buckle in a display box and the buckle at 12 years would be one to wear. Pat clarified this would be from this day going forward as well.

The motion passed.

## **Premium Awards**

Proposed Change:

All premiums shall be changed to the following:

- 1<sup>st</sup> place - \$5
- 2<sup>nd</sup> place - \$3
- 3<sup>rd</sup> place - \$1

Pat moved to approve to change premiums. Sarah seconded. Michelle provided some background and explained that premiums currently go through 4<sup>th</sup> or 5<sup>th</sup> place and usually range from about \$8.00-\$20.00. Ben mentioned that some of the premiums are not even, meaning they could be an award for \$1.20. Pat explained one of the benefits of doing premiums this way is so that everything would be consistent, and the office staff could get all the envelopes ready ahead of time.

Shawn asked where the extra money would go since the dollar amount awarded is being narrowed. Pat said it would be a cost savings so the money can be reallocated to another area that needs it. Dean clarified it would stay within the overall Fair budget.

The question was asked how much the pay out in 2019 was compared to what it would be in 2021. Michelle answered that for 4-H the premium payout in 2019 was \$9,792 and was about \$4,500 for Open Class.

Pam asked if the proposed premium structure would be for Creative Arts/Ag & Flori as well, Sarah confirmed that it would.

Shawn asked for an estimate on 2021 payouts using the new structure. It was pointed out that it would take some time to decipher those projections as it would be dependent on how many classes there were.

Pat moved to approve to table the vote on premiums until next month when Michelle could get projections for 2021. Shawn seconded. The discussion was tabled.



## **Chair Recommendations**

**Guest Services-** None at this time

**Rodeo-** Craig and John as Co-Chairs

**Livestock Sale-** Will discuss at December meeting

**Show Management-** Ben as Chair, Hayden as Co-Chair

**Marketing-** Debbie as Chair, Jennifer Foss as Co-Chair

**Entertainment-** Lora for Chair, looking for Co-Chair

Dean made a motion to approve the chair nominations. Scott seconded.

## **Director Reappointments**

Lora Talbert, Craig Sloan, Gabe Ryan, Phil Riesselman, Scott Candelaria

Ben moved to approve all five Directors as one. All approved. John moved to approve the reappoint of the above Directors. Sarah seconded. Their term will expire in 2024.

Hayden asked why his and Gabe's terms expired at different times. Wes explained that it's because they replaced different people whose terms ended in different years.

## **New Business**

Pat moved that we need to start interviewing people in anticipation of the upcoming empty seats. She believes there will be at least one if not three open seats.

Dean confirmed with Pam that it is the Chair's responsibility to appoint the participating members.

Wes seconded Pat's motion to form a nominating committee. The motion passed.

Dean said he would gladly take volunteers who wish to participate, but if no one comes forward, he will select people to participate.

## **Director Comments**

None

## **Adjourn**

The meeting was adjourned at 7:45pm