



**DOUGLAS COUNTY FAIR BOARD
THURSDAY, JUNE 16, 2022
MULTI-PURPOSE BARN
MINUTES**

The Douglas County Fair Board meeting was called to order at 6:30pm on June 16, 2022, by Dean Elliott - Chairperson. The meeting was held in the Multi-Purpose Barn. The Pledge of Allegiance was recited.

Board Members Present:

*John Adams
Pat Candelaria
Scott Candelaria
Dean Elliott
Sarah Fischer
Jennifer Foss
Arlie Gordon
Tom Harris
Wesley Jacobs
Phil Riesselman
Gabriel Ryan
Pat Salazar
Hayden Schmidt
Craig Sloan
Pam Spradlin
Lora Talbert
Rob Tkach*

Associate Members Present:

*Scott McHenry
John Holst
Kyle Moore
Gary Turner
Lisa Turner*

Staff Members Present:

*Laurie Anderson
Michelle Bartlett
Tim Hallmark
Coral Miller
Luanne Lee*

Other Guests Present:

*Tori Checkal
Bailey Fischer
Sofia Foss
Mark Moore
Teri Moore*

Board Members Absent:

*Ben Alderton
Debbie Mills*

Associate Members Absent:

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

Staff Members Absent:

*Clay Gysin
John Murgel
Guinevere Nelson
Sonia Ormsbee
Allison Paul*



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6:30 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE

Public Meeting

Public Comment - None

Approval of Last Meeting Minutes – Mark Moore stated Cindy Duckworth was present last Fair Board. With this addition, Pat motioned to approved; Hayden seconded.

Consent Agenda – Hayden requested to pull poultry off the consent agenda. Pat motioned to approve; Gabe seconded.

Admin

- The Committee discussed their timeline of tasks and assigned tasks to committee members.
- The Committee will be passing out shirts, a ticket order form, name badge list and waivers at the Fair Board Meeting.

Entertainment

- The contracts for Axe Women and the petting zoo have been signed.
- The Committee is looking at hiring Axe Box to compliment Axe Women.
- The Committee agreed that an increase budget request is needed for 2023 to cover two weekends.
- The layout for Old West Town is being finalized incorporating both the buildings and vendors. Looking at doing large round hay bales for photo ops at the entrance of Old West Town.

Executive

- Guinevere Nelson is the new Director of the CSU 4-H Extension
- Poultry is likely to extend an additional 90 days. Currently, discussing four alternatives for projects. Dean would like a plan in place by June 17th
- Officer elections will take place at June Fair Board Meeting
- 2023 budget requests are due at June Fair Board
- Rodeo has a new recommendation for raising stock fees at Hometown Rodeo. After discussion, Rodeo will bring additional information to June Fair Board to receive approval.
- Currently, 260 open volunteer positions for fair.

Guest Services

- Committee is actively recruiting Volunteers
- Additional Farmers market date added on June 26
- Volunteer Orientations start July 16th

Livestock Sale

- Fair Entry Mock Sale on July 13th

Marketing

- The Committee reviewed current and outstanding sponsorships. Moore Lumber will be sponsoring the last open chute sign.
- The Souvenir Program is going well and is with the graphic designer currently.
- The Committee is promoting all aspects of Fair at several Rotary Club meetings and has received a great reception.
- City Lifestyle Magazine has approached the Marketing Committee about doing a potential sponsorship for 2023. They are looking to do a content piece on the Farm to Table event in an issue after Fair.

Rodeo

- The Rodeo Committee will be submitting 2 budget requests: one for maintaining the large Rodeo and other for the anticipated inflation.
- Even with assistance from the Foundation, Rodeo Committee believes a stock fee increase is necessary due to higher freight charges and inflation. The new recommendation to be taken to Executive/ Fair Board will be to increase cattle stock charge from \$29 to \$35, goat from \$8 to \$15 and non-animal from \$4 to \$5. Additionally, Mutton Bustin' fee to increase from \$20 to \$25.
- Blazing Saddles drill team will replace Sweethearts for Rodeo (who is taking the year off) at the Hometown Rodeo.
- A flyer for the PRCA Camp is ready. A link for registration should go live June 15th

Show Management

- The Committee discussed Event Planning Worksheets for each Show.
- The Show Management Chairs are working diligently to monitor the Highly Pathogenic Avian Influenza and are planning alternative in case poultry are not allowed on grounds for Fair
- Fair Entries went live on June 1 and will close on June 15 with no later entries being accepted.

Treasurer's Report – Wes gave an update for each individual committee budget including new expenses.

Reports from other groups

FFA- Bailey Fisher updated the Committee that they just returned from their official retreat and are working on plans for next year as well as encouraging everyone to go to fair.

Youth Council – Tori Checkal informed the Committee they just completed elections.

Royalty – Sophia Foss shared they just wrapped the window painting sales and had three Rotary meetings. They also just finished 3 days at the Elizabeth Stampede and will be heading to Evergreen Rodeo this weekend.

DC Fair Foundation - Mark Moore shared that the Foundation raised \$5000.00 by assisting with alcohol concessions for Elephant Rock. Also, the Leg Up Committee held an ice cream social the night before. Mark concluded by offering his services and Chuckwagon for Fair.

Regular Agenda

Staff Report

Update on food vendors, entertainment, and any outstanding issues -

Luanne presented a map of the fairgrounds to introduce where the new main entrance of fair will be located. New ticket booths have been purchased but the windows at the event center will also be open. Gabe acknowledge the extra need from Guest Services and aware of this new change. Sarah had concerns for marketplace foot traffic. It was suggested signage, or a possible marketplace banner could help send attendees into the event center.

Coral made a request of Fair Board for volunteers to assist with Farm to Table on July 31st. Scott, Pam, Lora, Phil, and Pat graciously volunteered their time.

Old Business

Hometown Rodeo entry fee presentation – Adams and Sloan

John presented the Rodeo Committee's recommendation to increase Hometown Rodeo fees. The increase is a result of increased cost of stock and freight. The last stock fee increase was in 2015. John made a motion to increase cattle fees from \$24.00 to \$30.00; Scott seconded. John also made a motion to increase goat fees from \$8.00 to \$10.00; Phil seconded. Lastly, John made a motion to increase the office fee from \$4.00 to \$5.00 as it is costing more each year to put the event on; Craig seconded. All are approved. Then John motioned for an increase of Mutton Bustin from \$20.00 entry fee to \$25.00. This is also a result of higher stock fees. Phil seconded; approved.

New Business

Introduction of CSU staff

Dean informed the Fair Board that Guinevere Nelson is the new Director at the CSU 4-H extension office. Guinevere comes from Custer County

where she was a livestock agent. She attended the Executive meeting and heard from the Directors about the importance of good communication. The new general projects agent has also started, and many members met her at the Foundation's ice cream social the night before. The search continues for the livestock agent but will not be hired until after fair. Guinevere will be stepping in to assist in this area until someone is hired.

2023 Budget-

The total amount requested by Committee budget requests for 2023 is \$281,300.00. In case of push back, Dean requested the Fair Board prioritize the requests. The Fair Board agreed to the following-

1. Rodeo \$64,000.00 - needed to maintain the larger Rodeo
2. Entertainment \$20,000- needed for additional options and first weekend
3. Livestock Sale \$7,500 – needed for virtual options
4. Admin, Rodeo & Show Management \$64,800 – combining the 3 requests for inflation
5. Show Management \$70,000 – one time need for paneling.
6. Entertainment \$55,000 – to continue Farm to Table

Pat made a motion to approve this prioritized list; Scott Seconded- Approved

Fair Board Officer Election –

Dean stated that no one has stepped forward to accept the vacant secretary position and will therefore run empty in that position. The remaining officers in their positions of President, Vice President and Treasurer would like to continue their role. Hayden made a motion to keep the remaining officers in their current positions. Craig seconded. Approved.

Review by each committee of current activities

Entertainment (Sarah) – Axe Box will be at fair both weekends

Livestock Sale (Phil) – Holding another mock sale on Friday and looking for a ring man

Show Management (Hayden) – Fair projects has 570 entries which is slightly up, but livestock entries have 1741 entries which is slightly down. A little less than half of what is needed in sponsorship of awards has been sponsored. Poultry has not been cancelled but approval for a small flock has been approved as a backup option.

Guest Services (Gabe) – Gabe announced he will not be at Volunteer Day and will be stepping down as chair after fair to focus on his schooling.

Marketing (Jennifer) – TV and Radio ads are stating. Michelle shared that that the July issue of City Life Magazine will have an ad for Farm to Table.

Admin (Lora) – Jackets have been ordered. Also, if you ordered additional shirts, you would receive an invoice.

Other Business

Michelle stated a blast went out about camping at fair and will be followed up with an email tomorrow. Spaces are first come, first served.

Pat is requesting that Committees report what they are working on rather than reading the consent agenda. She feels that important information is getting missed. Dean stated this is something we can discuss after fair.

Phil requested that a full schedule be handed out at the next Fair Board.

Scott will be participating in the Highlands Ranch 4th of July parade.

Adjournment at 7:48pm

Next Meeting: July 21, 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.

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.