



Livestock Committee Guidelines and Duties

- The Livestock Committee are required to attend all scheduled meetings
 - Two (2) or more absences may be subject to removal from committee
- The Livestock Committee is tasked with
 - Make additions, deletions and other changes to the Livestock/Ag. Mechanics Exhibits departments, divisions and classes
 - Propose changes to rules for the annual Livestock exhibitions
 - Develop ideas to promote Ag. Education during the annual SBC Fair
 - Engage ongoing community outreach to enhance Buyers and Sponsorship involvement
- Participates and organizes the following activities:
 - Volunteer Recruitment
 - Recruit and create schedules when volunteers are needed
 - Coordinate with Livestock Superintendent/Staff to identify areas of requiring support
 - Buyer Mixer
 - Work with SBC Fair Staff to organize the annual Buyer Mixer
 - Awards
 - Verify award lists for accuracy
 - Confirm awards for each division/class and collaborate with CEO to generate quotes and place award order
 - Junior Livestock Auction (JLA)
 - Coordinate the JLA Buyers Breakfast and Lunch including arranging the catering and set up
 - Coordinate event decoration and oversee set-up/tear-down to ensure a successful event
- All meetings must be agendized, posted 10 days prior to any meeting and open to the public.
 - Minutes must be taken and given to CEO/Board Secretary for filing
- The Livestock Committee must report to CEO on ALL suggestions, ideas, etc. for final approval
 - If the CEO feels it is necessary or the item is above their delegated authority, he/she will then bring it to the Board for discussion and approval before it can be implemented