

Archuleta County Fair Board Meeting Minutes – July 28, 2021

- A. The meeting, held at the CSU Extension Building, was called to order at 6:15pm by president, Kerry Keegan.
- B. Guests welcomed were Bobbie McMeens, Alexa Martinez, Brad Sumpter, and Natalie Carpenter.
- C. Board members present were Sharon Jennings, Kerry Keegan, Kent Jennings, Lesley Mattingly, Carol Kelly, Cindy Snarr, Lisa Vail, Tim Vail, Tonya Steadmon. A quorum was reached 8 of 12.
- D. Special Item/Open Forum (items not on agenda) – 1) A picture of the Activity Tent was placed on Facebook. 2) The Beer Garden will sell canned beer, but no draft beer. 3) The highlander calf is not available. Friendly animals are needed.
- E. Minutes – A motion to approve the minutes of the July 21, 2021 board meeting as corrected (spelling of name and day of week) was made by Lesley Mattingly, seconded by Cindy Snarr, and approved by voice vote.
- F. Treasurer’s Report – Reimbursements needed can be made by the Fair credit card or personal credit card with invoice submitted to Lesley for County reimbursement. Kerry will contact Tractor Supply about getting an account for the Fair.
- G. Committee Reports
 - a. Honorees (Sharon) - Mailed/gave each a parking pass and Chuck Wagon dinner tickets.
 - b. Royalty (Cindy) - Royalty trio will be on the August 5 cover of The Preview.
 - c. Rodeo (Stetson) - Tickets for rodeos will be sold at the Grandstand entrance on Friday and Saturday. Stetson is meeting with the rodeo contractor this evening. Keith Jacobson will be asked to drive the tractor for the rodeo grading. First place Kids Rodeo buckles will be made after Fair; certificates to winners will be given out at the event. Other prizes will be picked out and ordered from Tractor Supply through Terry at CSU. Kerry reported that Lisa Webb of the Webb family W/A Rodeo Company wants to bid on doing the rodeos next year.
 - d. Entertainment (Sharon) 1) Butterfly House emailed their contract; Sharon signed and sent it back. She booked Econo Lodge for three nights for two. 2) Karaoke will be cancelled as Lisa Saunders called and is not going to be back in the US. Kent will remove from the schedule. 3) Pie Eating will be Thursday and Friday, but maybe not Sunday. Alexa will pick up pudding, dream whip, and pie tins from her trip to Costco. 4) Sharon has not found available lodging for Wildman Phil (Thur,Fri,Sat nights); all places called are booked. Kerry will contact Wyndham to inquire about donating a room.
 - e. Parking/Logistics (Tim) – The County water truck will not be available. Chips were not spread by County. Kerry’s signature is needed for use of the Simmons’ property for parking. Due to increased area, all volunteers and vendors will be given passes to park in the area just east of the Exhibit Hall. Tim got a rain check for white line paint but was able to get the blue paint; a case is about \$90 from local businesses.
 - f. Livestock Committee (Mary) – The Fair Photographer will be there. The animal waste dumpster has been delivered per Tonya.
- H. Old Business
 - a. Kids Train – Mitch fixed the train. The Mule to pull it is not running; Michael Torres will check that. The route will need to be determined once all tents, fences are up.
 - b. Walkie Talkies – Kerry purchased thirty two-way radios and two bases. When charged they have 10-12 hours of continuous use; they are hands free. No earpieces were purchased. The cost was \$629 plus tax. Batteries are needed for various flashlights.
 - c. Volunteer’s Meeting review – The meeting went well; about forty attended. Sharon presented details about what to expect. Kerry shared that 2,800 people were reached through Facebook and we were encouraged to comment and share so word of Fair travels.

- d. Facility Cleaning/Sanitation RFQ – Peyton accepted the duty and will invoice Fair for her time. The Board may need to assist restocking supplies as there is an evening where she is not available.
 - e. Sound Technician – The bid was awarded to Brad Sumpter. Tim and Kent walked Brad and Natalie around the Fairgrounds where the two sound systems would be needed in the Activity Tent and Livestock Arena. He is not responsible for sound in the rodeo arena (Alex/Livestock has the key for the PA system in the ‘nest’.
 - f. Electrician – Mike Moore and his son Trevor Moore will run electric where needed. Jason Cox will be asked to help with the ‘spiders’. Mike will be given two rodeo tickets as a thank you.
 - g. Contract Labor – No responses received from any of our ads.
 - h. Education Booths – Cindy is still coordinating groups to come.
 - i. Exhibit Hall – Lisa is hoping to get started on set-up Friday, but Saturday for sure. Community Service workers will be available Saturday at 8:00am to empty the attic. If any County employees are on site Friday afternoon they can be asked to help where needed. Lisa emailed reminders to the judges. Shelly Cox will be available to assist set-up. They are still working on bar code scanners.
 - j. Vendors – It was agreed that one vendor could come for only part of the day Friday and Saturday. She will be charged \$35 with a returnable deposit of \$200 to hold her spot.
 - k. Sponsorships – Nothing new reported.
 - l. Kids Games – A 10’x10’ tent will be set up between the Market tent and the Petting Zoo tent.
 - m. Community Service Worker task list – The stage, at least the frames, need to be set up Saturday. Kent will contact Terry Schaaf for the names of those workers and get their time sheets.
 - n. Poor Boy Racin’ Car Display – They are bringing three vehicles in on Wednesday and will set north of the VIP tent for the entire weekend.
- I. New Business
- a. Volunteer Lunch arrangements – Parking passes will be available. Subway sandwiches, chips, cookies, sodas will be provided under the Activity Tent.
 - b. Final Fair Requirements – 1) Tonya reported that the dumpsters for trash were delivered. 2) Tim said night security will be here Wednesday night through Sunday afternoon. 3) Fire extinguishers are in the Exhibit Hall closet; one needs to be in each tent (there is a map showing placement). 4) The ice freezer will be left on a trailer and parked near an outlet close to the Activity Tent. The Fair’s cost is \$1.35 per bag; the cost to vendors will have to be determined as the \$5 fee listed on the contract seems excessive. There is a coin shortage so no small change will be available from the treasurer. 5) The water line for vendors was frozen so is broken and unusable. Arrangements are being made with the County to dig up the line and replace the backflow but there is no guarantee it can be done before Fair. Charley Lyons is the new County maintenance contact. A trench may have to be dug so a food-grade hose can be laid. 5) Sharon will email Becky Jacobson with 4-H family prices for the double rodeo: \$20 for adults; \$10 for youth; \$0 for toddlers.
 - c. Last Minute Assignments – Keep working on what you’re working on!

The final Fair Board meeting to wrap up the 2021 Fair will be Wednesday evening, **September 8** at the CSU building beginning at 6:00pm. Officer elections for 2022 will be October 13th. A regular meeting will be November 10th. There will be a 2021 social gathering in December (place/time to be determined).

The meeting was adjourned at 7:48pm.

Sharon Jennings
Secretary

Minutes approved September 8, 2021, as recorded.