

**Archuleta County Fair**  
**Fair Board Meeting**  
**April 14, 2021**

The meeting, held by Zoom online conferencing, was called to order by President Kerry Keegan at 6:15pm. A quorum, 8/12, were present: Kerry Keegan, Stetson Keegan, Tonya Steadmon, Lesley Mattingly, Sharon Jennings, Cindy Snarr, Tim Vail, Lisa Vail. Guests present were Robin Young/CSU Extension, Mary Adkisson/Livestock Committee, Bill Carey/Rodeo Contractor.

Open Forum: 1) Robin informed us that the 4-H Promotion Day will be July 7<sup>th</sup>. The youth will distribute posters to businesses in town. 2) Advertising: The Fair date Yard Signs need to be counted and then dropped off at Design-A-Sign to have new dates added. These can be posted on private property. They are returned to the Fair for storage each year for reuse. 3) An overnight Security person is needed and will be responsible for animal safety by being aware of and watching over the livestock, turning off the light standards. 4) Mountain Peaks Rentals is a new tent vendor in town. Becky Jacobsen would like to have tents up and Exhibit Hall set up no later than August 2. 5) Animals are needed for the petting zoo. Each animal must go through veterinary screening.

Minutes: A motion to accept the minutes of the February 10, 2021 meeting as recorded was made by Cindy Snarr, seconded by Stetson Keegan, and approved by voice vote. There were no minutes for March as the meeting was cancelled.

Treasurer: a) Terry Schaaf renewed the GoDaddy website domain and put the charge on her credit card. b) The Echo IT invoice for the camera was sent to the County for payment. c) The existing contract format will continue to be used as in the past. d) Lisa has a list of items usually purchased form Regalia including the animal print cards (50 of each animal), plaques for Honorees/Pie Eating Contest/Fishing Derby, etc., table cards, etc. A proof will be sent to Terry Schaaf as she is most familiar with past orders. Buckles for the Horse Show have been ordered. d) In the past, the Treasurer arranged for needed hotel rooms for project judges. Between seven and fifteen total rooms are needed. Mary needs to be asked if the Fair Board or the Livestock committee pays for livestock judges.

Committee Reports:

**a) Honorees**-Sharon spoke with Ronnie Arrington (Susan Ashcraft's daughter) who emailed a biography to use for the newspaper article and Fair presentation.

**b) Royalty**-Cindy will take over as Chair of the committee working with Tonya and Carol Kelly. She will update the flyer and email it to Kent Jennings to be put on the Fair website.

**c) Rodeo**-a) Bill Carey shared ideas for successful rodeo events and suggested Team Roping, Break-away Roping, or Barrel Racing instead of the Ranch Rodeo. These are popular, would bring new riders, and be profitable, but would require 'added money' of about \$5,000 from the Fair; sponsorship money should be solicited to help raise those funds. Three winner spots are paid cash; belt buckles are not needed. For Barrel Races added money would be \$2,000, \$1,000, \$1,000, \$500. The number of entrants for Barrel Racing would have to be capped. Races would run by alternating events. The arena would have to be dragged after every five riders and require two tractors. Kubota will be contacted to see if they will donate one tractor for use during the event. Exhibitions could be from 8:00-10:00am at a cost of \$7. b) Events could run from 10:00am – 4:00 or 6:00pm. Bill would need a week advance notice of numbers of riders. c) Bulls, Broncs 'n Bares will fill the stands and make money, but \$7,000-\$10,000 added money would be needed. It might be feasible to do this as a two-night event which would include a championship round. d) Events can be announced at the 4<sup>th</sup> of July Rodeo and flyers can be disbursed at the 4<sup>th</sup> of July Parade. e) Kerry will contact the Western Heritage group to help with Rodeo events and arena watering and dragging. f) A Wild Horse Race might be a great event for Saturday. This requires added money. A gate fee of \$5 per child and \$10 per adult might be reasonable. g) The Kids Rodeo is a staple event and should be left on Sunday. A deadline needs to be set for kids to sign-up as Bill would need those numbers by Wednesday to arrange for the appropriate stock. The Fair

needs to ask at least one Food truck or vendor to set up in the Arena area and stay until early afternoon on Sunday to allow kids and watch the opportunity for a meal or drinks. Belt buckles could be awarded for winners in the upper aged kids' category. Small trophies for younger winners, participation ribbons, or T-Shirts could be awarded. Hi-o-Silver is a source for buckles. Volunteers are needed to announce and help at the Kids Rodeo. h) The Hughes Pavilion cannot be used for the July Rodeos or the Fair again this year; animal wash racks and fencing are not complete so final permits have not been received from the County. i) Bill pays his Rodeo announcer \$1,200 a night. The Fair will check sources and see if we can find an announcer.

**d) Entertainment-**

1. Bands: Sharon had not contacted any of the bands until Fair status was confirmed by the County. Bill Carey will contact the Jeffrey Alan Band to play on Saturday night from 9:30pm to 11:30pm.

**e) Parking/Logistics-**The Rangers need to be called for help with the parking lot as usual including during Saturday night's dance. The rental company needs to be called to rent a light tower. The Sheriff's department needs to be called to arrange for borrowing the second light tower needed.

**f) Livestock Committee-** Mary will contact the veterinarian, Dr. Kitzel, regarding 4-H livestock check-in, petting zoo animal checks, and rodeo livestock checks. The livestock show schedule is not finalized but should be the same as previous years. There are no 4-H rabbits being shown this year. Sunday will include the parent showmanship, animal loading for transport, and tear-down of pens, etc. The Kids Rodeo is planned for Sunday as usual though a question was raised about having it on Saturday instead. One area of concern was allowing pigs and horses to be washed during the Kids Rodeo as the smell and noise can upset kids and animals.

Old Business:

**a. Fair Assistant(s):** This would be for paid, part-time help (approximately 30 hours a month) to assist with numerous facets of the Fair including contacting Vendors (trash service, fencing, ice, etc.), soliciting Volunteers, and Board activities. Tonya will create a listing of information to be put on the Fair website to solicit one or two paid helpers. The hunt for a regular Fair Coordinator will continue.

**b. Broadband Project Status-**Jason told Sharon he contacted Mitch who reported that the first part of the fiber project was completed in December. Once the ground thaws and dries a bit they will finish running fiber to the Pavilion. They will coordinate the start of construction around COVID testing. The installation should take about three days.

**c. Logo-**Postponed until after the 2021 Fair

**d. Website-**Kent Jennings added Fair dates and the new Fair email address.

**e. Work Party-**The Western Heritage group will be asked to help with our clean-up project. The County Commissioners are willing to get helpers once dates are known. The event will be put on social media, our website, Sign-Up Genius, and the newspaper. Snacks and drinks (possibly lunch) needs to be provided. A complete list of projects needs to be made and supplies needed provided by the Fair or by the volunteers who come to help.

**f. Vendor Coordinator(s)-**Lesley and Jennifer Smith (who is familiar with the vendor process) have/will be asked to handle all aspects of the vendor program including tent locations, tent rental if needed by vendors, etc. Jason Cox and Debbie Condrey can be contacted for direction.

New Business:

**a. County Commissioner-**Kerry will contact Warren Brown and invite him to the May meeting.

**b. Exhibit Hall-**Tonya will get contact information for the local Quilt Guild and give that to Lisa so they can assist us in ensuring the best way to hang the quilts. We may want to check into an easier hanging system than we use now as it is quite heavy and cumbersome to install.

**c. Arena Schedule-**The Western Slope Ranch Sorting event is currently scheduled to use the Arena Saturday, August 7th during Fair, but the Western Heritage society must be contacted immediately to reschedule. They may not be aware that Fair is always scheduled for the first full weekend in August.

**d. CAFS Conference Call-**Sharon attended the call on March 2<sup>nd</sup> to discuss the COVID situation and how it affects Fairs. The CAFS Convention will be November 5&6 in Colorado Springs. Archuleta County is in Level Blue meaning there are 15-100 new cases per 100,000 residents. For indoor/unseated and indoor/unseated events we could have 50% of room capacity with a cap of 175 people; for outdoor/unseated and outdoor seated events we could have 50% of the area's capacity with a cap of 250 people. Each separate and

distinguishable area can have the capacity listed (EX: Rodeo, Activity Tent, Exhibit Hall, Arena). The maximum capacity would be less if the color dial moves to a worse level. Capacity could be expanded if we are able to show virus mitigation efforts are in effect. No fairs were held from March to mid-July 2020, but twenty-four fairs were held from mid-July to early November. All fairs had good attendance, revenue, and animal showings even though all numbers were down. Some Fairs compressed fair hours, had more family-type activities, and held mostly only outdoor events (carnival rides were scaled down). Some CARES funds were given to Fairs as grants. Attendees were grateful for the chance to get out of the house and do something even though masks were required. Fair operators said they would do it again even though they lost money. For 2021 the Miami-Dade, Florida State Fair is being postponed until November; the Houston, Texas State Fair is cancelled except for animal shows. For updates and additional information: <https://www.fairsandexpos.com>. If capacity in the arena stands exceed capacity, Robin suggested using a screen and projector to show the event from another location.

The next meeting will be May 12<sup>th</sup> in-person at the CSU building and via Zoom online for those unable to drive in.

This meeting was adjourned at 8:16pm

Sharon Jennings/Recording Secretary

Minutes approved May 12, 2021, as written.

2021 Fair Dates: Thursday, August 5, 2021 through Sunday, August 8, 2021

**2021 Fair Meeting Dates (2<sup>nd</sup> Wednesday): June 9 July 7, 14, 21, 28 September 8 October 13  
PLUG THESE INTO YOUR PHONE OR CALENDAR!**