

Archuleta County Fair

Fair Board Meeting, Wednesday July 27, 2022

Website: archuletacountyfair.com

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The meeting was called to order at 6:05pm by president Kerry Keegan. Board members present: Sharon Jennings, Tim Vail, Lisa Vail, Kent Jennings, Stetson Keegan, Kerry Keegan, Tonya Steadmon, Emily Martinez, and Fair Coordinator Alexa Martinez. Quorum reached (8 of 9).

Special Items – Chuck Wagon tickets for the Board (one per member) were passed out or put in the workroom mail boxes. 4-H will charge Fair for each board member ticket redeemed based on the name on the back of the ticket.

Minutes – A motion to approve the minutes of the July 20, 2022 Board meeting as presented was made by Emily Martinez, seconded by Lisa Vail, and approved by unanimous voice vote.

Treasurer's Report – A motion to approve invoices for payment was made by Stetson Keegan, seconded by Sharon Jennings, and approved by unanimous vote. 1) Archuleta County for disposal of old exhibit stands \$75.00; 2) Leslie Montroy for Royalty Hemming and Sashes, Fair Hoodies and Caps \$1,755.00; 3) Regalia Mfg for Ribbons/Rosettes \$338.29; 4) Regalia Mfg for Honoree Plaques/Homemaker Plaques/Name Plates/Name Tags \$290.12; 5) Lisa Vail for Judge's Accommodations \$222.97. These will be dropped off to County Finance.

Livestock Committee Liaison Report – No report

Committee Reports –

1a) Entertainment / Music: Sharon emailed all entertainment contacts to Brad Sumpter.

1b) Entertainment / Other: Sharon and Kent made flyers for activity groups Pie Eating, Horseshoe Pitch, Shred BMX, Forge Martial Arts, Wildman Phil. Lisa Saunders provided the Karaoke flyer.

2) Honorees: No further report

3) Parking/Logistics: Tim reported Charley Lyons/County Building & Grounds will mow the east Mill Creek Overflow Parking Lot. Wayne Strauss of the San Juan Rangers will be on site Monday, August 1st, to set up the east Parking Lot.

4) Rodeos are on for Thursday, Friday, Saturday; riders participating register by phone with the contractor using the Rodeo flyer contact information which will be posted online and at CSU.

5) Royalty: No further report

Old Business –

Exhibit Hall: Lisa said there were about one hundred entries online but more are expected. She is asking that all exhibit hall items be moved from the attic to the Hall on Friday, July 29th and Saturday, July 30th starting at 9:00am.

Vendors: Chris Blas/Cold Springs Ice is charging Fair a discounted rate of \$ 1.75 per 7# bag (other events in town are charged \$5). Fair will charge vendors \$3.00 per bag (except for Beer Garden and 4-H who will be charged Fair cost). A motion to approve these prices was made by Emily Martinez, seconded by Tim Vail, approved by unanimous voice vote. The ice freezer(s) will be on the east exterior wall of the CSU building.

Education Tent: a) Emily, Lisa, Tonya, and Cindy Snarr will meet Monday, August 1st to review all the location scheduling set-ups and needs. Most of the fifteen organizations will be in the Market Tent. Unless requested, peg boards will not be set up. One table and two chairs will be set out as needed. Groups can come in Wednesday afternoon to begin setting up. b) Jicarilla Tribe and their Royalty will be coming. c) The NRCS is planning to bring their rain-making trailer and will need access to water. d) The Fire Department will need a dumpster for disposing of their burned furniture items after their demo.

Sheriff's Department: Emily contacted Roxanne for daily/nightly patrol. They would like a table in/near the Market tent. It was suggested they work with Matt Ford/Livestock Security to coordinate shifts for the animal welfare checks.

Kids Games: Emily is working on the turtle game. There are lots of little prizes available to be given away. Josie Snow will come Thursday, August 4th from 12:00noon to 1:00, but there is no one else schedule for Thursday. Josie will also set up the Story Walk boards around the Petting Zoo and Kids Games areas. Pagosa Peak Open School will have kid's games on Friday and Sunday. Our Savior Lutheran School will take over kid's games on Saturday.

Petting Zoo: Emily and Cindy plan to bring a trailer so they can stay all night to keep an eye on these animals. Jim Bramwell offered to bring in two long-horn steers, but 4-H is concerned about having them onsite; Cindy called Mary Adkisson. Having a double fence separating the animals from visitors was discussed along with signs stating, "DO NOT PET!". They will be tried but if it does not work out, they will be removed. Animals expected are burros, rabbits, goats,

bearded dragon, mini ponies, and the long-horn steers. Those bringing animals are Lily & Ohea Graham, Fawn Jones, Karla Choats, Michael & Emily Barber. "Wash Hands Before & After" will be printed and posted.

Grounds/Tent Layouts: Charley pulled out the large electrical boxes and put them under the Activity Tent.

Operations: a) Tim reported Charley Lyons is looking for a trailer for Fair's use to haul tables, chairs, etc., and check on use of a water truck. b) Troy Ross has been contacted about using his water truck for the Rodeos. c) There are several 100' rolls of orange plastic fencing available in the Zircon for Fair use. Matt Ford has fencing for the Pavilion construction area. d) Tonya reported Agritek Fence will drop off 12' fence panels Friday, July 29th. e) The large trash and manure dumpsters will be dropped off Friday, July 29th; Tonya asked for lids if possible. f) At-Your-Disposal will drop off the rolling trash carts Monday, August 1st. g) Trash bags need to be put in the cans around the arena and grandstand before the Horse Show. h) The current CSU dumpster will be moved to the west Mill Creek non-entry gate.

Janitorial Service: Prior to this meeting, Tonya gave Heather McCauley a tour of the CSU building. She will run next Wednesday to check out the WHEC building areas. Tonya will check with Charley about a "Caution-Wet Floor" sign.

Kids Train Route: Once tents are set up the route will be determined.

Set-Up Schedule: Friday morning, Saturday, Sunday (if needed) for Exhibit Hall, hanging sponsor and Fair banners/signs.

Community Service: Kent is working on the daily schedule for workers; there are three workers on the schedule so far.

Volunteer Meeting: Kerry will pick up the sandwiches, pasta, and macaroni salads at about 5:00pm Thursday, July 28th. Subway is donating all sandwiches. There are plates, napkins, chips in the workroom; sodas are in the new fridge.

Bill of Fair: A sample is on Drop Box. The Shred BMX event and the Fire Sprinkler Demo need to be added. Kent will add logos for as many sponsors as we have so far and update the daily schedule.

Fire Extinguisher: Emily will walk around the fairgrounds with Joaquin Tucson when he arrives.

Southwest Ag: A charge was issued for use of the shuttles and carts but the "in-kind" situation was explained to Christie; Rich confirmed the informal agreement. They will require a receipt for the equipment used. Delivery is expected on Monday, August 1st or an early as possible. We will not use the 6-person golf-cart because its center of balance was too high. Rodeo Bands will be provided for them.

Rockin' Rib Rodeo Cookoff: This will be cancelled for this year.

Picnic Tables: Will be delivered on Wednesday, August 3rd.

Pie Eating: The contest will be offered only on Friday, August 5th at 12:00noon at the back of the Activity Tent. The Audio techs will be asked to make announcements and someone with the bullhorn will ride around the grounds to stir up participants. Sharon will make up the pie filling and deliver supplies to the tent. She has certificates made for Adults and Youth in 1st, 2nd, 3rd place along with gift certificates. The \$50 gift card donated by Beny's Mexican Restaurant will be the 1st place adult prize. Participation ribbons, Fair-branded water bottles, and paddleboards will be given to non-placing youth; the rest at \$10 and one \$15 Walmart gift cards.

Advertising: a) The Pagosa Sun Preview that will have the Royalty picture on it needs to be turned in by Friday, July 29th for publication the next week. Cindy is working on a write-up to include the Royalty and Honorees. Shari Pierce/Advertising Manager has emailed asking for the Fair schedule to publish. b) Lisa dropped off the banner to the Town to be hung on Hot Springs Blvd. because the new banner from Design A Sign will not be ready in time. The new banner may be in prior to Fair and could be hung on Highway 84.

New Business –

Internet Service is intermittent, especially in the workroom. The routers overlap and cause issues. Kerry will email Dave (the main County technician) about the problems.

2023 Draft Budget is due for the County to review in mid-August prior to an official meeting with County in September.

Thank-You List folder is in the workroom to add all individuals or businesses who have contributed monetarily or offered discounts, freebies, in-kind services, etc. This will be put in The Sun after Fair.

Alpine Septic will place five portable toilets near the Main Fair Entrance Tent (away from the Activity Tent) and one near the Horseshoe Pitch area. These will be serviced early Saturday morning, August 6th. The existing one in the construction area will be serviced on Monday; the four in the Arena area will be left. Three handwashing stations will be dropped off.

Documents that need to go on the website in the future should be given to Kent in .docs format rather than .pdf so he is able to make needed changes before publishing (including letters and forms that are used over again that just need dates or other items changed).

Next Meeting will be Wednesday August 10, 2022 @ 6:00pm. This will be the Fair Wrap-Up discussion.

The meeting was adjourned at 7:30pm.

Sharon Jennings/Secretary

Minutes approved September 14, 2022 as corrected (motion).