

# Archuleta County Fair Board Meeting

## Agenda for July 3, 2024 6:00pm

In-person meeting at the CSU Extension Building, 344 Highway 84, Pagosa Springs CO

- A. Call meeting to order
- B. Welcome and Introduction
- C. Roll Call (quorum = 5 / 8)
- D. Special Item/Open Forum (items not on agenda)
- E. **Minutes** – Approval of June 26, 2024
- F. **Treasurer's Report** – 1) Deposits; 2) Approve Bills; 3) Other
  
- G. **Committee Reports**
  - Entertainment/Music-
  - Entertainment/Other-
  - Exhibit Hall & Quilt Program-
  - Honorees-
  - Livestock Liaison-
  - Rodeos-
  - Royalty-
  
- H. **Old Business**
  - 1) Status of Kids Train Repair
  - 2) Fair / 4-H Promotion Day - July 10
  - 3) Mechanical Bill Pricing
  - 4) Crowd Control Training completions
  
- I. **New Business**
  - 1. Hanging Studio Tour Promotional Banner
  - 2. Contract/Seasonal Labor: Conduct Interviews at CSU; Follow up with written contracts
  - 3. Dumpster: CSU dumpster by Extension building needs to be moved next to the Mill Creek gate.
  - 4. EMS services: Confirm dates/time of Rodeos/other events 731-5811 (Connie)
  - 5. Fire Extinguishers: Install in Tents and Fairgrounds as needed. Label clearly.
  - 6. Fire Marshall: Schedule Walk-Around time Wednesday, July 31 to Check Food Vendors and Tents
  - 7. Board Needs: Make list of where help is needed: 1) Contract/Seasonal Labor, 2) Electrical, 3) Photography, 4) Volunteers, 5) Tables/Chairs, Extension Cords
  - 8. Land Use Permit: Email County Planning permit (J:Fairboard, Parking)
  - 9. Line Locate: Contact the week before Tents go up. 1-800-922-1987 or Online
  - 10. Parking Passes: Print as needed (Superintendents, Judges, Entertainment, 4-H, Royalty, Board, Volunteers)
  - 11. Private Line Locate: Contact JACO, Curt Marlott cell 970-759-3418 office 509-754-5725
  - 12. Tents installed
  - 13. Wood Chips offloaded if needed; Asphalt Millings as needed
  - 14. Walkie Talkies: Plug In, Check Batteries, Set Channel; print Sign-Out log
  - 15. Southwest Ag: Contact early in July to confirm delivery date of Golf Carts and Shuttle(s)
  - 16. Workday: Schedule Exhibit Hall Set-Up (Saturday prior to Fair)
  
- J. **Next Meeting:** Wednesday, July 10, 6:00pm – CSU Extension Building

**2024 Fair Meeting Dates:** July 10,17 Aug 14 Sept 11 Oct 9 Nov 13

**2024 Fair Volunteer Dinner/Meeting:** Wednesday, July 24

**2024 Fair Dates:** Thursday – Sunday, August 1 – 4

**2024 4-H Dog Show:** At La Plata County Fair

**2024 Quilt Entry & Registration:** Friday, July 26 10-2pm Exhibit Hall / **Judging:** Saturday, July 27 Stith Room,

**2024 4-H and Open Class Horse Show:** Saturday, July 27

**2024 Gymkhana:** Sunday, July 28