

**Archuleta County Fair**  
**Fair Board Meeting**  
**May 12, 2021 @ 6:00pm**

The meeting, held at the CSU Extension and via Zoom online conferencing, was called to order by president Kerry Keegan at 6:11pm. A copy of the annual, month-by-month, Fair Coordinator To-Do List was distributed. A quorum (7 of 12) was present: Kerry Keegan, Tonya Steadmon, Sharon Jennings, Cindy Snarr, Tim Vail, Lisa Vail, Kent Jennings; Mary Adkisson/Livestock Committee. Guests present were Bobby McMeens and Robert Phillips of Mountain Peak Rentals.

Mountain Peak Rentals does not have the 120' x 80' tent used as the Activity tent and suggested that two 120' x 40' tents could be erected together. They have other sizes (10x10, 20x10, 20x20, 20x40, 30x45, 40x120, 40x40, 60x80 and more).

Tents needed include 40 x 40 Petting Zoo, 10x10 Kids Games, 20x20 Auction Buyers, two 40x120 Activity Tent, 10x10 Arena Bucking Shoots, 10x10 Horseshoe Tournament/Tug of War, 10x20 Check-in, Vendor Row (some vendors pay to use tents supplied by the Fair), Livestock. They do not have the 80' x 160' tent usually used by the Livestock Committee. Mary asked the vendors to attend the next Livestock meeting on June 14<sup>th</sup> to determine how best to provide all the tent footage they need.

**SPECIAL ITEM/OPEN FORUM** (not on the agenda):

1) Vendor Site Fees: Vendors pay the Fair about \$200/250 to rent a site for weekend; some vendors bring their own tents or don't need them because they have trailers, etc. Regular pop-up style covers are too flimsy to withstand the wind unless anchored. Kerry explained that vendors in town pay only about \$25 to rent a site at the town marketplace. Vendors won't relocate to the fairgrounds because it is too expensive. A motion to reduce the fees for the 2021 Fair to \$35 for the weekend for vendors agreeing to stay until 2:00pm Sunday (\$50 for those who require tent rental) was made by Tonya Steadmon, seconded by Lisa Vail, and approved by voice vote. The usual deposit will be required and then refunded if they fulfill their commitment.

2) Vendor Contract – Needs to be updated to specify that Sunday is the final day and they are expected to stay until 2:00pm.

3) Vendor Food Trucks – Past food vendors will be given first opportunity to set-up in the Arena area or Fair area. Really need at least one vendor committed to stay at the Arena until 2:00pm to serve Kids Rodeo attendees and participants.

4) Vendor Application – Provide to Jessica Jones who does Henna Tattoos.

5) Vendors Needed – More vendors are needed! Ideas: The Chainsaw Bear/Knife Shop guy (Cindy will contact), a display of tiny homes, RV display, Honey Vendor, Arts/Crafts, Clothing, the Rope lady.

6) Fair Logo – Kerry will check with Rob Keegan and Shelly Cox about the logo.

7) Wristbands – Discussion on how to simplify the wristbands for Fair and Rodeo were discussed: Neon Orange for All Fair/All Rodeo, Lime green (as usual) for All Fair, using a hand stamp for a single day rodeo admission (along with the day-appropriate regular wristband). Final determination to be made.

8) Activities – Ideas: Henna Tattoo, Face Painting, Caricaturist.

9) Admission – Free Sunday admission was discussed.

10) Photographer – Kerry and Tonya will place a Pagosa Sun ad for RFQs to be submitted; this should cover all Fair and Livestock event photos. Jeffrey Laydon of Pagosa Photography has been used in the past. The Board will review proposals and appoint a photographer.

11) Facility Cleaning/Sanitation – Kerry and Tonya will place a Pagosa Sun ad for RFQs to be submitted. COVID precautions are in place; surfaces need to be frequently disinfected. The Board will review proposals and appoint.

12) Month-to-month Activity: Refer to the To-Do-List for contact information and what needs to be done.

i. Southwest Ag – Kerry will contact

ii. Wood Chips – Tonya will contact

iii. Horseshoe Pitching – Sharon will contact

iv. At Your Disposal – Tonya will contact

v. Sheriff's Office – Tim will contact

vi. Road and Bridge – Tim will contact

- vii. Security (Sheriff and San Juan Mounted Patrol) – Tim will contact
- viii. Solid Waste – Tonya will contact
- ix. Maintenance – Kerry will contact

**MINUTES:** A motion to approve the minutes of the April 14, 2021 Board meeting was made by Lisa Vail, seconded by Tim Vail, and approved by voice vote.

**TREASURER’S REPORT:** No report. The bill for Echo IT has not been paid; Kerry will submit to the County again.

**COMMITTEE REPORTS:**

- a. Honorees – Sharon has the biographical data for all three honorees. Ray Boughan was suggested to be added to the list of Dedication selectees for the future.
- b. Royalty – Cindy received only one inquiry so far. Becky Jacobson had shared this on Facebook and My Page; Kent had uploaded the flyer to the website. The current interview questionnaire will be updated. It was suggested that we recognize past Royalty as part of our ‘Timeless Tradition’ theme and invite them to attend and be recognized at Fair. Cindy will check with Terry Schaaf for a list of previous Royalty members. When to recognize, what day to appear, what functions will be determined.
- c. Rodeo – Kerry will check with the Rodeo Contractor to confirm when stock animals arrive. All stock must be checked by the veterinarian. Jennifer Smith and Stetson Keegan are working on finding sponsorships for Rodeo ‘added money’ and general sponsorships. Kerry will check with the County to see if a portion of unused Fair Coordinator budgeted funds can be reallocated to the Rodeo for needed “added money”.
- d. Entertainment – 1) Bands: Sharon contacted the four bands originally scheduled for the 2020 Fair.  
2) Entertainment: Sharon has not made any contacts. Lisa will check with Design-A-Sign for small banner to announce Pie Eating Contest (no date needed).
- e. Parking/Logistics – Tim and Kent will work together to write up a parking line procedure for the main public parking area and create an updated Fairground Layout map.  
1) Rangers (San Juan Mounted Patrol) – Tim will contact Robert Penton to lay out the rebar/string/tags for the aisles (early in week before Fair). Contract labor hired by the Fair will help spray paint the lines and install directional signs.  
2) Light Towers/Generator – Tim has reserved two towers from Pine Valley Rentals for August 4<sup>th</sup> – 9<sup>th</sup>.
- f. Livestock Committee Liaison – Mary said the Horse Show is the weekend of July 31 and August 1. Their tent needs to be up earlier in the week (by July 27 if possible). Early set-up needs to be cleared through CSU. The Veterinarian will be secured and will be needed Wednesday, Friday, Saturday (all day due to arrival of Rodeo stock), and Sunday. The cost for livestock judges is split between the Livestock Committee and the Fair Board. The Livestock Auction begins at 6:30pm. There will be an Alpaca show this year. A full schedule of animal shows and events will be provided for the Fair Book.

**OLD BUSINESS:**

- a. Fair Assistant(s) – Kerry and Tonya will work on a Pagosa Sun ad seeking two part-time workers for June, July, and August. Specific days of the week and hours will be determined.
- b. Activity Tent – More Education booths/displays are needed. Contact the water trailer group (USFS?).
- c. Spring Work Party – There was a community clean-up day earlier in May, so the County Commissioners won’t have volunteers to help with Fairground clean-up. The Fair will try to do some items on their own.
- d. Western Slope Ranch Sorting Arena Usage – Kerry notified them that Saturday, August 7 is not available for their event because Fair has the arena scheduled.
- e. Exhibit Hall – Lisa spoke with the Quilt Guild, and they are satisfied with what we currently are doing for them. The Fair should try to find an easier and lighter alternative. Contract labor needs to unload the attic and set up the Exhibit Hall on Saturday July 31<sup>st</sup> so it is ready for quilts by Monday August 2<sup>nd</sup>.

- f. Night Security/Animal Safety – Mary will confirm with the Livestock Committee who will stay on site to attend to the animals. There is usually a Sheriff's officer who stays the night and monitors the animals, but since Alvin Schaaf is not available, we may need to find another person for general Fair safety.
- g. Kids Rodeo Order – The deadline for registering had been the "day of the Rodeo". The Rodeo Contractor needs an estimate of the number of participants so appropriate stock can be arranged. Becky Jacobson will be asked to email the 4-H parents to find out interest. It was suggested that local youth could register "day of", but others need to register in advance. This might cut the event to a more reasonable length.
- h. Petting Zoo – Kerry will put a notice on Facebook that suitable pets/animals are needed. Cindy will contact Trevor about bringing his friendly snakes. Tim and Lisa were asked to provide happy goats. Does the Livestock committee provide monitoring of petting zoo pets over night?

**NEW BUSINESS:**

- a. County Commissioner's Input on Fair Status – Unable to attend this meeting due to schedule conflict.
- b. CAFS Legislative Update – Sharon attended by Zoom. Colorado Senators, Dept. of Agriculture Rep, CAFS officials shared information on Senate Bill 21-135 which prohibits certain performing animals from being used in fairs (rodeos were not included in restrictions). Also discussed was a citizen-driven proposed ballot Initiative 16 which makes certain animal husbandry practices illegal and prohibits the slaughtering of any animal until it has reached 25% of its lifespan. The speakers were not in favor of this initiative and felt it could be devastating to the agricultural industry and the commercial fish/shrimp farms in the state and has already damaged the agricultural industry reputation in Colorado; "agriculture is in the crosshairs". It could also ruin recreational abilities. The panel then shared that they looked forward to the Western Stock Show in 2022. They said through 4-H programs, County Fairs, and State Fairs people learn about the history and importance of agriculture; they support the youth and do not want to discourage a life in agricultural fields.
- c. 4-H Promotion Day July 7 - The CSU usually prints the posters and pays for the paper. Check with CSU. The printed animal tabletop displays are also distributed. Lisa said they should be ready by the first of July.

Next Meeting – **June 9, 2021**

Meeting adjourned at 8:30pm.

Sharon Jennings  
Recording Secretary

Minutes approved June 9, 2021 as written

**2021 Fair Board Meetings: June 9    July 7, 14, 21, 28    September 8    October 13**  
**2021 Fair Dates: Thursday – Sunday, August 5 – 8**