

Archuleta County Fair
Minutes of the Board Meeting
June 8, 2022

The meeting, held at the CSU Extension building, was called to order at 6:00pm by president, Kerry Keegan. A quorum of members (9 of 10) was present: Kerry Keegan, Kent Jennings, Sharon Jennings, Emily Martinez, Bobby McMeens, Tim Vail, Lisa Vail, Stetson Keegan, Cindy Snarr, and Alexa Martinez.

Special Items/Non-Agenda Items: A motion to appoint Emily Martinez as Interim Vice President to serve from June – October (when officer elections will be held) was made by Cindy Snarr, seconded by Tim Vail, and approved by voice vote.

Minutes: A motion to approve the minutes of the May 11, 2022 meeting as recorded was made by Tim Vail, seconded by Emily Martinez, and approved by voice vote. This will be sent to the County for website posting.

Treasurer: Kerry set up an Amazon account; the password was shared with Board members. There are issues with the P-Card not working so Kerry is in contact with the County. The purchase of the UTV will be made through Michael at County Road and Bridge as they will research for a better unit than the one previously suggested for purchase. The license and insurance will be handled through the County.

Committee Reports:

1a) Musical Entertainment – Emily will confirm with Los Mitotitos for Thursday 7:30-10:30pm and with Tylor Brandon for Saturday 9-midnight. Sharon will email Emily a W-9 form to be given to these bands. Sharon will contact Tim Sullivan for Friday 9-midnight.

1b) Other Entertainment – 1) Wildman Phil Animal Show has confirmed and will be on the same schedule as 2021. Sharon will try to arrange a room for them at Wyndam. 2) Tread BMX can do up to three thirty-minute shows a day for \$1,750 per day. They could be contracted for just one or two days; no decision was made. 3) Extreme Trampoline could do three twenty-minute shows a day at \$8,500 for two performers or \$10,000 for three performers; based on the cost they will not be contacted. 4) Karen at Picasso & Vino is already booked for Fair weekend so cannot be at Fair. Sharon gave her the dates for 2023 to keep us on her schedule for next year. 5) A suggestion was made to bring in a new carnival; the local one was sold and not coming to town for the 4th of July; no decision was made on contacting them. 6) Interest was expressed in bringing back the Mechanical Bull used in previous Fairs. It is now owned by Jodie McKee and she should be asked about using it. Another company called Air Bound, which offers bulls and lots of other activities if anyone wanted to contact them. 7) Emily knows a couple of artistic people and will check to see their interest in offering a ‘for fee’ painting session. Any kind of a hands-on activity would be great. 8) Emily will check with Power Source about presenting a one-hour Karate demo in the Activity Tent. Sharon will contact Aikido and Jiu Jitsu about presenting a one-hour demo. These demos help get the community involved. 9) Sharon contacted Sharon Fearon about coordinating the Pie Eating Contest but hasn’t heard back. Alexa contacted a local baker about making mini fruit pies but hasn’t heard back. A discussion about eliminating the plaques was made

2. Honorees – Tom Lokey and Mike Moore came to the photo shoot at Town Park for their photos. They will send biographical information to Sharon for the Fair Book. Contact info for the families is needed. Flowers or Plants for the attending family of the Dedication honorees and for the Super Super and Super Vol may be ordered from City Market.

3. Parking/Logistics – Tim said there is plenty of spray paint in the attic for parking areas. Tim Hatch/County will be asked to provide a county truck with trailer, traffic cones, and anything else needed by Operations at the Fair. Three six-packs of 28” Parking Cones can be ordered for about \$118 each pack or a twelve-pack for \$200. He will confirm with Robert with the San Juan Ranchers for parking lot help.

4. Rodeo – Kerry and Stetson will stop at Tractor Supply to look at getting Kids Rodeo prizes. The Thursday Rodeo (Team Roping and/or Barrel Racing) is still tentative. The people who are doing the Rodeos haven't had much direction. There is a debate on which event will bring in the most money. A breakdown will be given to Stetson by Bill Carey no later than Monday. He is the lead and the Rodeo group is behind the scenes. Friday's Bulls/Broncs, Saturday's Open Rodeo, and Sunday's Kids Rodeo are all confirmed. Buckles will be ordered through Molly's Custom Silver.

5. Royalty – Cindy said pictures were taken at Town Park on May 29th by Lea Legit; all girls attended. The names on the sashes will have to be redone by Leslie as the lettering was backward. Cindy will work on the parade application and coordinate the entry. The girls' biographies need to be finished and forwarded to Kent for the Fair Book. Cindy will contact Angela's Flowers to order the arrangements.

6. Exhibit Hall – The computer and printer are ready to be hooked up. Lisa is looking for a Fine Arts Supervisor. Kerry is updating the Sponsor form; a copy needs to go to Dr. Pat Love as she has been sponsoring the Homemaker of the Year Award. Lea Legit needs to take photographs of the Exhibit Hall displays, awards presentations, and the Homemaker award winner (no photos of the Exhibit Hall were taken in 2021) for addition to the 2022 Fair Book and Website. Lisa will send a photo she took to Kent of last year's Homemaker to publish. Lisa had a paragraph added to Robin Young's Extension Viewpoints article.

7. Livestock Committee – The Memorandum of Understanding was sent to the Fair Board by the Livestock Committee. Kerry will give Derek Woodman/County Manager a copy of the MOU prior to signing it as he wants to review it with the County attorney. There are a couple of areas that need clarification (arranging hotel accommodations for Livestock Judges, paying 50% of judge's fees, coordination of electrical needs, and needing a representative from Fair Board to the Rodeo Grounds group so Fair is kept in the loop on actions taken at the Rodeo/Fairgrounds). The County has agreed to pay for Wi-Fi installation, about \$1,500, for the Hughes Pavilion. It's a mutual benefit effort between 4-H/Livestock Committee and Fair. Cherie Ford said most of the 4-H Parking will be behind the Pavilion. Chutes will be set up for animal weigh-in.

Old Business

1. Board Member Application – To be tabled until the new Fair year.
2. Fair Responsibility Assignments – The events list was passed and members signed up for areas to champion.
3. Kids Games – Emily said the Lutheran School will staff the Games Tent on Saturday and the Charter school is planning to staff for Friday and Sunday. She is working with Wings Early Childcare Care to see about doing Thursday. Each group is responsible for staffing as Fair does not have staff. The Corn Hole game needs to be repaired and the lamb puzzle is missing leg pieces. A 20' x 20' tent will be requested to allow room for parents to sit while waiting for kids in the zoo and/or the Kids Games Tent.
4. Kids Train Repair – Repairs are complete; Charley Lyons will pick the sections up and get it to the Fairgrounds.
5. Janitorial Service – No one has been found yet.
6. Legit Outdoors Quote – An Invoice and a W-9 form are needed from Lea Legit/Legit Outdoors.
7. Fair Poster – Alexa, Emily, and Cindy will take over creating the Fair Poster.
8. Sanitation Services - Handwashing stations and Portable Toilets have been arranged by Alexa. A third handwashing station will be requested. Alexa will also confirm with County Solid Waste on delivery of the trash dumpster, and the manure dumpster for Livestock. She will contact At Your Disposal for twenty Trash carts and two Recycle containers. The County will be contacted for delivery of wood chips (preferably two loads).
9. T-Shirts – Cindy will check with Leslie on the cost of embroidering names on Board shirts. A decision on logo color (Black or Alpenglow-purple/pink) also has to be decided; she'll check with Leslie for what will look best.
10. Sponsorship letters – Kerry will add the new logo and it will be ready to send out. A copy will go to Kent to be added to the website. Adding credit card payment capabilities to the website to accept donations will be considered. Adding a lower level of donations should be added to the form which may encourage smaller donors or businesses to be recognized for donations of gift certificates (instead of cash) which could be used for prizes. Board and/or volunteers may be needed to drop off sponsorship letters to local businesses.
11. Petting Zoo - Tim will contact Darla Bramwell to pick up the water tubs for the animals. Cindy needs animals and an assistant in the Zoo. She has goats but needs more critters.
12. Ranch Brands – Cindy said most ranch brands are the same as on last year's list and are in Drop Box. She will

get a packet to Kent. The McKee's brand needs to be confirmed.

13. Advertising – Alexa will put the bands, the Americana Project sampling, the Dance Academy performance, and the Rodeos on Face Book. Robin Young is willing to give Fair time on her KWUF radio spot June 20th but needs the blurb by June 19th if we wish her to read it. KWUF needs to be asked to do a live

14. Beer Garden Signs – Alexa, Cindy, and Emily will paint the arrow shapes to be used to point toward the beer garden from various Fairgrounds locations.

15. Fire Extinguishers – Joaquin Tucson of Peak Performance, will help us determine how many and what style of extinguishers are needed (grease and regular). We want them by the middle of July. They go in each tent and on poles by the food vendors. Laminated signs identifying them as fire extinguishers will be made.

16. Education Booth – Emily said the Sheriff's department would like to have a booth in the tent. Anyone interested in having a booth will be emailed/sent both the letter and the contract. Pegboards with T-Post supports will be used as the backdrop for each booth. Bobby will allow use of his gas Stake Driver.

17. Seasonal/Contract Labor – Kerry will email Jamie Jones/County Administrative Assistant for a copy of the old County contract which we can modify for use by Fair. Are background checks and drug tests needed? The proposed rate is \$17 per hour. A suggestion to increase the rate for workers who come back the next year was made. An ad for laborers needs to be put in The Pagosa Sun during the last two weeks of June with interviews conducted in early July.

18. Community Service Workers – This was usually coordinated through Terry Schaaf/CSU. Kent will contact her.

19. Electrician – Cindy will contact Mike Moore on determining what kind of Spider Boxes are needed and if he can order them for us and meet us at the Fairgrounds to give us his expertise on figuring out what we need. Tim said we do have existing Spider Boxes. The new 50Amp plugs in the Pavilion are 'lock-in' but some of our existing receptacles are old and may need to be replaced. The storage box is in the WHEC building and requires a forklift to move what is on top of it to get to what is inside. Tim and Kent can walk around with Mike.

20. Sheriff's Patrol – Emily has talked with them and will again to remind them to patrol the Fairgrounds more often, especially around the bands/dances at night.

21. Walkway Lighting - Kerry will order fifty T-Posts (through Tractor Supply) and Market Lights for the walkways between tents, vendor areas, and Pavilion. We need to light up the area. PVC can be added to raise the lights to appropriate height. A T-Post remover is in one of the Zircons. Signs pointing to various tents and events should be made and located in several spots throughout the Fairgrounds can be attached to the T-Posts also.

22. Fair Book – Needs to be printed and online by July 4th and 4-H Promotion Day. Kent needs reports of Sponsors, Honorees, Royalty, etc.

New Business

1. Budget – This will be moved to the new Fair Year (beginning November 2022).

2. Toner – Sharon will contact Terry Schaaf to order the toner from County IT for Fair printing needs (Black and Colors).

3. Vendor – Alexa will send Jessica Jones (Henna Tattoos) the new vendor application.

4. Stimulus Funds – Kerry will get information on the PA system used by the Rodeo and check on the price of a comparable system. Fair could rent it out during the year.

The next Fair Board meeting is Wednesday, July 6th at 6:00pm at the CSU building.

This meeting was adjourned.

Minutes approved July 7, 2022 as written

Sharon Jennings/Secretary

2022 Fair Board Meetings July 6, 13, 20, 27 September 14 October 12/Elections

2022 Fair Dates Thursday through Sunday, August 4 through 7, 2022

Overall Theme A Timeless Tradition