

## Archuleta County Fair Fair Board Meeting February 10, 2021

The meeting, held by Zoom online conferencing, was called to order by President Kerry Keegan at 6:07pm. Present were Jennifer Smith, Sharon Jennings, Lisa Vail, Tim Vail, Kent Jennings, Kerry Keegan, Tonya Steadmon, Stetson Keegan (a quorum is present 8/12). Kerry said the 2021 Fair is on and that there will be lots of work to do; any jobs assigned need to be taken care of by the Board member(s) responsible as early as possible. We need to get multi-generational families involved for the 70<sup>th</sup> annual fair event.

Special Item (not on agenda):

**a) Website**-Kent will update the Fair website to include the new email address, Kerry's cell phone as contact number, the 70<sup>th</sup> Annual notation. A notice that the Fair is 'hiring' a Fair Coordinator and looking for two volunteers to coordinate helpers for the Fair will be included.

**b) Fair Book**-The Fair Book will be accessible online. A smaller quantity may be printed. A suggestion to create a QR code for the Exhibit Hall and for easy access online was made by Jennifer. She and Kent will investigate this.

**c) Volunteer Coordinators**-We hope to find two gung-ho volunteers who will coordinate finding and signing up needed volunteers for each activity and time slot of the Fair. If you know of people familiar with our Fair who are outgoing and organized that might help with this, please contact Kerry or Jennifer. They would send emails through Sign-Up Genius, make and field phone calls, maybe visit community groups to solicit volunteers, help stuff volunteer packets, and log in volunteers as they arrive for their shifts.

Minutes: A motion to accept the minutes of the November 11, 2020, December 9, 2020, and January 13, 2021 meetings as recorded was made by Jennifer Smith, seconded by Tim Vail, and approved by voice vote.

Treasurer: Kerry reported that several invoices had been received and forwarded to the County for payment (this included meals for the 2020 4-H event and the Board computer).

Committee Reports:

**a) Honorees**-Kerry forwarded Sharon's email address to Susan Ashcraft's daughter, Ronnie Arrington, to advise her of Susan's selection as Fair Dedication for 2021.

**b) Royalty**-Tonya, Jennifer, Carol Kelly, and Cindy Snarr are on the committee. Debbie Condrey will be contacted for help with initial instruction on coordinating this event.

**c) Rodeo**-1) Per Becky Jacobson of the 4-H, having the Kids Rodeo on Sunday is preferable. This is an all-community rodeo, not just for 4-H youth. May need to limit to local youth or limit the number of entries to cut down on the length of the event. Starting the rodeo earlier in the day was suggested. Some food vendors will be asked to come back on Sunday to set up near the rodeo arena (not having access to food all day and/or having to pay to enter the fairgrounds just to purchase food for the arena has been a problem in the past).

2) Kerry will talk to Alvin Schaaf about the rodeo contract and Stetson will work with Bill Carey. Other rodeo events suggested are a barrel race and/or team roping on Saturday and the Bulls/Broncs event on Friday night.

**d) Entertainment**-Sharon will review the bands selected for 2020 and ask them to come this year. Other standard performers will also be contacted (Karaoke, Painting, Wildman Phil, Aikido Demonstration, Horseshoe Tournament).

**e) Parking/Logistics**-The Rangers will be contacted to work the parking area as usual. Parking lot lines will be painted, and directional signage needed. Parking around the Pavilion area will have to be determined (review options during the Spring clean-up). This is where 4-H used to park. There will probably NOT be a dedicated area for regular parking by the Pavilion.

**f) Livestock Committee**-No report

Old Business:

- a. **Fair Coordinator**-Kerry and Tonya will review information needed for the application and will write up an ad for the newspaper. This ad or a separate one should include a request for game/activity vendors.
- b. **Broadband Project Status**-Sharon will contact Jason Cox for an update.
- c. **2021 Bylaw Approval**-A motion to accept the amended bylaws was made by Sharon Jennings, seconded by Stetson Keegan, and approved by voice vote. A copy will be sent to the County for signature.
- d. **Logo**-Kerry will check with her cousin, Rob Keegan.

New Business:

- a. **The Preview Cover**-Lisa reported the cover is reserved for the Fair on August 5<sup>th</sup>. A photo and caption will be needed by the end of July. Any Fair articles from 4-H, the livestock committee, and any other subjects or special events can be written up and put into The Pagosa Sun as usual.
- b. **Vendor Coordinators**-Kerry will talk with Lesley and Adam about coordinating vendors. Debbie Condrey and/or Jason Cox can be contacted for instructions on the vendor process. Non-competing food vendors should be selected; merchandise vendors are needed; activity vendors (like the mechanical bull) are needed. The cost for a vendor to appear at the fair is high; it was suggested that the cost be lowered this year unless they require specialized set-up like electricity. A centralized larger tent housing a 'Vendor Marketplace' was suggested again to cut costs for individual tents (unless provided by the vendor). Tonya will contact other Colorado fairs about using their vendors (if fair dates do not conflict).
- c. **Fair Schedule**-Same as in 2019, but with an earlier start to the Kids Rodeo.
- d. **Spring Work Party**-A Spring date will be set in March. Kerry will contact Western Heritage, Matt at County Roads & Bridges, the County Commissioners, and 4-H to solicit volunteer workers. Project ideas need to be determined (including tree work along Highway 84 east of CSU building, sprucing up the memorial garden area, etc.).
- e. **2021 Visitor Guide Write-Up**-Lisa sent Terri House necessary updates (Fair dates, changed to 70<sup>th</sup> annual). Other regular events were left in; the 5931 phone number will be removed; a note that activities are subject to change and to check the website for latest information was included.
- f. **2021 Visitor Guide Calendar of Events**-Sharon emailed information (dates, location, event) to Terri House.
- g. **Fair Meeting Dates**-Sharon sent Mary Helminski at the County the 2021 Fair Board meeting dates and Board contact information at her request.

The next meeting will be March 10<sup>th</sup> via Zoom online. This meeting was adjourned at 7:12pm.

Sharon Jennings/Recording Secretary

Approved at tge April 14, 2021 meeting as recorded  
(No minutes for March; meeting postponed)

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

**2021 Fair Meeting Dates (2<sup>nd</sup> Wednesday):** March 10      April 14      May 12      June 9  
 July 7, 14, 21, 28      September 8      October 13      **PLUG THESE INTO YOUR PHONE OR CALENDAR!**