



DOUGLAS COUNTY FAIR BOARD

THURSDAY, MARCH 21, 2024

JAMES R. SULLIVAN EVENTS CENTER CONFERENCE ROOM

MINUTES

Dean Elliott - Chairperson called the Douglas County Fair Board meeting to order at 6:30 p.m. on March 21, 2024. The meeting was held in the James R. Sullivan Events Center Conference Rooms. The Pledge of Allegiance was recited.

Board Members Present:

*John Adams
Pat Candelaria
Scott Candelaria
Dean Elliott
Sarah Fischer
Jennifer Foss
Tom Harris
Wesley Jacobs
Debbie Mills
Dr. Phil Riesselman
Gabriel Ryan
Pat Salazar
Hayden Schmidt
Pam Spradlin
Lora Talbert
Rob Tkach
Gary Turner
Lisa Turner*

Associate Members Present:

*Nick Candelaria
Matt Coyle
James Jamison
Scott McHenry
Patti Russell
Dick Sabulsky
Jean Sabulsky
Lori Sorenson
Ted Sorenson
Chris Spyke
Monica Wilson*

Other Guests Present:

*Tori Checkal
Tristin Hastings
Marcus Ballinger
Mercedes Glenn
Sofia Foss*

Staff Members Present:

*Laurie Anderson
Tim Hallmark
Sharon Hines
Teresa Kutt
Michelle Mannes
Tori Thelen*

Board Members Absent:

-none-

Associate Members Absent:

*Ben Alderton
Deb Dilley
Josiah Fredericks
John Holst
Ryan Kennedy
Chayce Lutz
Kyle Moore
Kate Wormington*

6:30 PM CALL TO ORDER, PLEDGE OF ALLEGIANCE**Public Meeting**

Public Comment: No public comment.

Dean mentioned Phil was attending by phone.

Approval of Last Meeting Minutes and Actions: Rob moved to approve minutes and actions from February meeting. Gabe seconded. No discussion. All Approved.

Consent Agenda: Hayden requested livestreaming be removed from consent agenda and added to new business on regular agenda. Gary moved to approve; John seconded. All Approved. No opposed.

Treasurer's Report: Wes reviewed each committee's budget; questioned on the \$-12,932 on Show Management budget, that amount is due to P.O.s from 2023. Lisa asked what expenses are in County Fair Services, Wes answered that it was staff salaries.

Reports From Other Groups

FFA: No representative present.

CSU Extension/4-H: Mercedes reported enrollment ended with 459 members (age 8-18); 78 Cloverbuds; 149 volunteers (28 New); 1241 projects.

4-H 201 is April 16 at 6 PM in Kirk Hall. Fair Board members are encouraged to attend. 4-H Foundation and Fair Foundation will be attending. Scott suggested that Fair Board members be more ingrained into the event to improve connection to 4-H families. Cloverbuds held a Dino-themed Fun Night. The 4-H Livestock Advisory Committee is next Wednesday in the CSU building. Cloverbuds will lead Pledge of Allegiance at next Fair Board meeting.

4-H Youth Council: Youth Council representatives Tristin Hastings and Marcus Ballinger reported there will be a Jackpot Show at CALF.

Fair Foundation: Patti reported that the Foundation is focused on fund raising and has awarded four scholarships/grants.

Regular Agenda

Staff Report: Tim reported that the Friday night concert acts have been solidified, the opener will be Double Wide and the main act will be Chris Janson.

Tori provided a Farm to Table update: Selected caterer, SALT, did a walkthrough of the Pavilion and will cook in the Indoor Arena kitchen; there will be 10 vendors in the stalls during F2T; 3 sponsors have been secured at \$10k (Black Hills Energy, Roper and Wholesale Patio); F2T will return to a true brunch menu; Peak Beverage will serve alcohol out of the Cocktail Corral trailer.

Food vendors have been narrowed down to 14 by the committee; Tori has initiated the contract process and is working on the Floor plan. This year, there was an emphasis on selecting food vendors that would come for both weekends and there will be food service on Wednesday.

New Marketing firm, Novitas, has begun work on the marketing plan for DCF&R; Teresa will be the point person.

Dean asked about advertising in the Fence Post; Teresa has reached out and is working on securing ad space.

Sponsorships: Debbie reported sponsorship commitments of \$325,000. Jennifer approached Hutchinson Western and secured a \$15-20,000 commitment of both in-kind equipment donation & rental equipment for the Livestock sale during fair.

Cowboy Ball: Debbie reported the Cowboy Ball takes place May 11, 5-9 PM in the Event Center. This year's theme is Wild, Wild West and will include a whiskey and wine tasting; cigar bar and music by Walker Williams Band. Tickets can be found on the [Fair Foundation Facebook page](#). Pat C. requested donations of bottles of wine or whiskey, or she will accept cash and purchase on your behalf.

Judges Contracts: Hayden reported that judges' contracts are being processed as quickly as possible; waiting on scheduling confirmations at this time.

Fair Board Nomination Committee: Committee has met twice and will present recommendations at the April Fair Board meeting. Tim addressed the public communications released about the Fair Board openings and in the future will be consulted before any public notices go out.

Director Buckle Order: Dean is taking orders for this year's Director's Buckles. He has received 3 orders and the deadline is the April Fair Board meeting. Buckles cost \$100.

New Business

Competition Rules Update: Hayden reported that the State Fair released a majority of their rules and recommends DCF&R amend language in current rules.

Dog Agility Rules would be updated to incorporate State Fair rules.

Rabbit Rules: remove vaccination requirements for RHVD2 that is no longer a threat.

Hayden moved to approve; seconded by Scott. Wes stated we need to add changes to Thank You note requirements for the Livestock Sale: Thank you notes would be required by Oct. 1 to all buyers. Thank you note lists will be sent out approximately 30 days after sale to exhibitors. Checks would be available approximately 30 days after sale. All approved. No opposed.

Sheep Department: Revisit current rules on wool slick shorn except fore tops and boots. Currently, we do not require or ban wool ear tufts in DCF&R rules. State Fair did not change their rule and did not explicitly prohibit or allow ear tufts. Michelle read approved rule by Fair Board from January meeting. Nick pointed out that we are not consistent with State Fair rules in all species. Rob emphasized that we should be clear whether wool ear tufts are allow or are banned. Hayden said leaving it ambiguous puts additional burden on Superintendents and

DCF&R Management to determine if tufts need to be shaved or not. At the 2023 State Fair, animals with and without wool ear tufts competed and there did not appear to be a bias either way in judging. John moved to allow wool ear tufts; Lisa seconded. Hayden opposed. All other approved. Motion passed.

Superintendents: Hayden presented the list of applications for Assistant Superintendents and Superintendents for approval. Five applicants had no experience in role. Due to some submission issues, additional applications will be presented for approved in April. Hayden moved to approve. Wes seconded. No discussion. All approved.

Livestock Sale Show Photography: Hayden seeks approval to hire photographer for Livestock Sale and candid shots of Livestock Shows, Tuesday - Friday. The photographer is over budget, but the contract will allow Junior Division exhibitors to download all photos for free. Hayden suggests that other committees may assist in covering the additional cost of \$3600 for this photographer – photos could be used in other areas. Dean suggest that board votes to approve contract at this meeting and table the issue on the overage to provide time to secure funds in other ways. Hayden moved to approve, seconded by Scott. No discussion. All approved.

Livestreaming: Hayden introduced a service that would livestream Junior Division Livestock Shows, Tuesday – Friday (sale) and Saturday in the Pavilion and Barns. It would not include Horse or Dog Shows due to location for 2024. The cost is \$2200 or we can allow the vendor to secure sponsors to cover the cost. Scott recommends we add this to the yearly budget moving forward to provide it regardless if the vendor can find a sponsor. Dean encourages that we check with Douglas County legal. Pat C. moved to approve; Gary seconded. No discussion. All approved.

Award Sponsors: Pat C. reported that due to problems with the credit card processing service, Shopify, the awards sponsors would not be able to pay online with a credit card; instead, they would have to mail a check or call into the Foundation to pay by credit card.

Fair Schedule: Teresa presented a new Master Fair Schedule, an internal tool for staff and Fair Board to view all activities related to fair – both public and internal. Staff is finalizing content and will provide Fair Board the opportunity to review in April. Suggestions were made to add a column designating a Fair Board lead for each line item.

Adjournment at 7:34 PM.

Next Meeting: April 18, 2024

Rules for Citizen Engagement at Fair Board Meeting

To have orderly, efficient, civil, and productive board meetings, the following rules apply to all citizens that have a desire to address the Board:

1. Citizen comments will be heard during the public comment section at the board meeting.

2. All citizen comments must be addressed to the Board. Directing comments to staff or other members of the public is not permitted during Board meetings.
 3. Public comment section is limited to ten minutes collectively.
 4. Citizens are asked not to repeat comments made by others; merely indicate their concurrence.
 5. Citizens will be asked to use a microphone so that Board members and the audience can hear their comments.
 6. Clapping, cheering, booing and the like are not permitted at Board meetings.
 7. Failure to abide by the aforementioned rules of engagement is considered disruptive to the public process and will result in a warning to the violation citizen(s) by the Board Chair. If after that warning the citizen(s) continues to violate these rules, they will be asked to leave the meeting. If the citizen does not leave the meeting when asked, the appropriate steps will be taken by the Board Chair to have them removed from the meeting.
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Mission Statement: The Douglas County Fair and Rodeo is the premier annual community event in Douglas County bringing together the best of Rural Heritage, Agriculture, Western Sports, Youth and Adult Exhibits and quality Entertainment.