



Albany County Fair
3510 S. 3rd Street Laramie, Wyoming 82070
(307)742-3224
manager@albanycountyfair.org

**ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JULY 10, 2023**

REGULAR MEETING: 6:30PM

1. Call to order & roll call
2. Public Comment (Limited to 3 minutes per speaker)
3. Consideration of Changes to Agenda
4. Approval of Consent Agenda

CONSENT AGENDA

1. Minutes of the Regular Meeting
Action: that the Board **approves** the minutes of the June 2023 Regular Meeting
2. Treasurer's Report for June 2023.
Action: that the Board **approves** the treasurer's report for June 2023.
3. Minutes of the June 2023 Junior Livestock Sale Committee Meeting.
Action: that the Board **approves** the ACFJLSC Meeting Minutes.
4. **Approve** Vouchers for July 2023.
5. **Acknowledge** receipt of correspondence.

OLD BUSINESS

NEW BUSINESS

1. **Update and Take Action if needed** on Junior Livestock Sale.
2. **Update and Take Action** on Scale Schedule for July 31 7AM - 2PM.
3. **Approve** Taylor's attendance to RMAF, IAFE and WAF Conventions with registration, transportation and hotel reservations.
4. **Vote** to cancel August Meeting
5. Executive Session pursuant to W.S. §16-4-405(a)(ii)
Return to Regular Session, Action, if needed, regarding Executive Session.

ADJOURN



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ALBANY COUNTY FAIR BOARD REGULAR MEETING MINUTES
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JUNE 12, 2023

REGULAR MEETING: 6:30PM

1. Call to order & roll call - Brain, Scott, Katie - Present; Nolan & Andrea - Absent
2. Public Comment (Limited to 3 minutes per speaker)
Nikki Rogers & Terena Main - 4-H Carnival Committee would like to book the first weekend of March for multiple years.
3. Consideration of Changes to Agenda
Brian moves to add 4-H carnival booking for multiple years to the agenda as agenda item number 5. Scott seconds. Motion carries.
4. Approval of Consent Agenda
Brian moves to approve the consent agenda. Scott seconds.

CONSENT AGENDA

1. Minutes of the Regular Meeting
Action: that the Board **approves** the minutes of the May 2023 Regular Meeting
2. Minutes of the Special Meeting
Action: that the Board **approves** the minutes of the May 2023 Special Meeting.
3. Treasurer's Report for April 2023.
Action: that the Board **approves** the treasurer's report for April 2023.
4. **Approve** Vouchers for May 2023.
5. **Acknowledge** receipt of correspondence.

OLD BUSINESS

1. **Discuss and Take Action** on Jubilee Days 2023 contract for Albany County Fairgrounds Use. No contract has been received for execution. It was moved and seconded to approve the county attorney's office to draft and execute the contract without Fair Board final approval. Motion carries.

NEW BUSINESS

1. **Welcome** Bud Claycomb as new Facility & Grounds Manager.
Katie introduced Bud to the group at the fair board meeting.
2. **Take Action** on special entries for the 2023 Albany County Fair from Allison Riske.
Allison asked to enter a soap and blacksmithing project as a girl scout in the Junior Show. Brian moves to approve her entry. Scott seconded. Taylor asked what her projects consisted of which were going to be very impressive. Motion carried.
3. **Discuss and Take Action** on Mosquito Squad spraying.
Katie asked the Mosquito Squad to submit a quote to spray the fairgrounds. Because we utilize Weed and Pests foggers and the City of Laramie has been spraying we will not need the services of Mosquito Squad. No action taken.

4. **Discuss and Take Action** on the Sale Arena Screen/Projector and continue discussion that the Sale Committee has started with Laramie Regional Airport with the addition of the Farm Bureau.
No action taken.
5. **Approve** the 4-H Carnival Committee to schedule for 5 years.
Brian moves to let the 4-H carnival committee schedule for the first Saturday in March for the next 5 years. Scott seconds. Motion carries.
6. Executive Session pursuant to W.S. §16-4-405(a)(ii)
Return to Regular Session, Action, if needed, regarding Executive Session.

ADJOURN - Adjournment at 7:15PM

Albany County Fairgrounds

Account QuickReport

June 10 - July 7, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
FIB CHECKING #8048								
	Beginning Balance							100,977.12
06/12/2023	Check	28988	Wyoming Department of Workforce Services		FIB CHECKING #8048	C	-257.91	100,719.21
06/12/2023	Expense		INTUIT	INTUIT 36143985 TRAN FEE 524771990207240	FIB CHECKING #8048	C	-8.85	100,710.36
06/12/2023	Expense		MASTERCARD	MASTERCARD PAYMENT 552746XXXXX4187	FIB CHECKING #8048	C	-106.11	100,604.25
06/12/2023	Deposit				FIB CHECKING #8048	C	1,600.00	102,204.25
06/12/2023	Deposit		Kevin O'Dea		FIB CHECKING #8048	C	296.72	102,500.97
06/12/2023	Deposit		ALBANY COUNTY TREASURER	ALBANY COUNTYGEN ACFB-MONTH ACFB	FIB CHECKING #8048	C	22,338.01	124,838.98
06/12/2023	Check	28970	7220 Fire & Ice		FIB CHECKING #8048	C	-4,592.07	120,246.91
06/12/2023	Check	28971	ACE HARDWARE		FIB CHECKING #8048	C	-95.19	120,151.72
06/12/2023	Check	28972	Albany County Human Resources		FIB CHECKING #8048	C	-139.10	120,012.62
06/12/2023	Check	28973	Andrea Morones		FIB CHECKING #8048		-150.00	119,862.62
06/12/2023	Check	28974	APG of the Rockies		FIB CHECKING #8048	C	-14.80	119,847.82
06/12/2023	Check	28975	Ariana Isidro		FIB CHECKING #8048	C	-550.00	119,297.82
06/12/2023	Check	28976	Bluffs Facility Solutions		FIB CHECKING #8048	C	-219.81	119,078.01
06/12/2023	Check	28977	Cintas		FIB CHECKING #8048	C	-1,070.45	118,007.56
06/12/2023	Check	28978	CITY OF LARAMIE		FIB CHECKING #8048	C	-1,282.98	116,724.58
06/12/2023	Check	28979	Delta Dental		FIB CHECKING #8048	C	-34.55	116,690.03
06/12/2023	Check	28980	Digital Blues		FIB CHECKING #8048	C	-289.70	116,400.33
06/12/2023	Check	28981	Rocky Mountain Air Solutions		FIB CHECKING #8048	C	-95.20	116,305.13
06/12/2023	Check	28982	South of Laramie Water & Sewer District		FIB CHECKING #8048	C	-114.91	116,190.22
06/12/2023	Check	28983	Spectrum/Charter		FIB CHECKING #8048	C	-159.95	116,030.27
06/12/2023	Check	28984	Spectrum/Charter		FIB CHECKING #8048	C	-247.95	115,782.32
06/12/2023	Expense		MASTERCARD	MASTERCARD PAYMENT 552746XXXXX0672	FIB CHECKING #8048	C	-4,314.15	111,468.17
06/12/2023	Check	28987	Vista Beam		FIB CHECKING #8048	C	-77.95	111,390.22
06/12/2023	Check	28986	Tuff Turfs Lawn Care		FIB CHECKING #8048	C	-2,427.00	108,963.22
06/12/2023	Check	28985	Summit Fire & Security		FIB CHECKING #8048	C	-704.25	108,258.97
06/13/2023	Deposit				FIB CHECKING #8048	C	15,920.00	124,178.97
06/13/2023	Expense		Payroll Bamboo HR	PAYROLL-BAMBOOHR DEPOSIT 12601071	FIB CHECKING #8048	C	-6,537.81	117,641.16
06/13/2023	Expense		Payroll Bamboo HR	PAYROLL-BAMBOOHR DEPOSIT 12601071	FIB CHECKING #8048		6,537.81	124,178.97
06/15/2023	Deposit				FIB CHECKING #8048	C	3,745.60	127,924.57
06/16/2023	Expense		VSP of Wyoming	1005900419 VSP OF WYOMING TRN*1*1400127256\	FIB CHECKING #8048	C	-26.38	127,898.19

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
06/16/2023	Transfer			Ace6.8- Home Depot6.15- ace6.15 Tool Replacements	FIB CHECKING #8048	C	327.47	128,225.66
06/16/2023	Deposit				FIB CHECKING #8048	C	1,770.00	129,995.66
06/16/2023	Expense		VERIZON WIRELESS	VERIZON WIRELESS PAYMENTS 084259679100001	FIB CHECKING #8048	C	-165.81	129,829.85
06/20/2023	Expense		ROCKY MOUNTAIN POWER	ROCKYMTN/PACIFIC POWER BILL XXXXX5780ACHPAY	FIB CHECKING #8048	C	-1,943.27	127,886.58
06/21/2023	Expense		Further Further	FURTHER EDI PYMNTS SG022723	FIB CHECKING #8048	C	-3.25	127,883.33
06/22/2023	Check	28990	21st Century		FIB CHECKING #8048		-4,999.99	122,883.34
06/22/2023	Transfer			Wagon Wheels for Photography Backdrop	FIB CHECKING #8048	C	85.99	122,969.33
06/22/2023	Deposit				FIB CHECKING #8048	C	4,545.80	127,515.13
06/22/2023	Expense		WYOMING RETIREMENT SYSTEM	Wyoming Retireme WEB PAY 21	FIB CHECKING #8048	C	-1,472.56	126,042.57
06/22/2023	Transfer			TV Purchase for Sale	FIB CHECKING #8048	C	1,622.99	127,665.56
06/26/2023	Payment	4413605	Wyoming Game and Fish		FIB CHECKING #8048	C	593.60	128,259.16
06/27/2023	Expense		Black Hills Energy	BLACK HILLS ENRG UTIL BILL XXXXXX2000	FIB CHECKING #8048	C	-1,050.48	127,208.68
06/28/2023	Expense		Payroll Bamboo HR	PAYROLL-BAMBOOHR DEPOSIT 12601071	FIB CHECKING #8048	C	-10,695.70	116,512.98
06/28/2023	Expense		Payroll Bamboo HR	PAYROLL-BAMBOOHR DEPOSIT 12601071	FIB CHECKING #8048		10,695.70	127,208.68
06/29/2023	Transfer			Ace6.22- Murdochs 6.26- ace 6.29	FIB CHECKING #8048	C	559.57	127,768.25
07/03/2023	Deposit				FIB CHECKING #8048		3,581.00	131,349.25
Total for FIB CHECKING #8048							\$30,372.13	
TOTAL							\$30,372.13	

Albany County Fair
Sale Committee
3510 S. 3rd Street Laramie, Wyoming 82070
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salecommittee@albanycountyfair.org
12 June 2023

REGULAR MEETING Scheduled for 5:00 PM

1. The June 2023 meeting was promptly called to order at 5:11 PM on Monday, 12 June 2023
 - a. Attendees: Heather Alexander, Taylor Haley, Tanner Rogers, Leah Churches, Cassidy Newkirk, Arvin Martinez, and Jarrod Edwards
 - b. Not in Attendance: Rod Rogers
 - c. A quorum was present
2. Public Comments: Nothing Significant to Report (NSTR)
3. Consideration of Changes to Agenda: NSTR
4. Approval of Consent Agenda: a motion was made by Mr. Martinez and seconded by Ms. Churches.

CONSENT AGENDA

1. Minutes of the Regular Meeting: No changes were notes, the minutes were approved
2. Minutes of the Special Meeting: NSTR
3. Treasure's Reports: It was noted that the Jr Livestock checking has a total of \$38,462.29 and savings has a total of \$45,101.48. The treasure's report was approved
4. Acknowledge receipt of correspondence: NSTR

OLD BUSINESS

NEW BUSINESS

1. Sale Day Display with the Farm Bureau Donation
 - a. Farm Bureau has reached out to make a donation for our Sale Day Display.
 - b. Ms. Haley has found and priced out several options for a visual screen.
 - i. Concerns voiced about a projector: To dusty in the barn, and not dark enough.
 - c. Mrs. Alexander has been in contact with 7220 Consulting about different options to have our display on for sale day
 - i. Ms. Haley suggested that 7220 Consulting comes to the jackpot to see what will work in the barn
 - d. Mr. Martinez suggested that we rent this year to see if the display works before investing into a projector or tv screen
2. Sale Meal
 - a. Meal
 - i. McKensie Phillips will do it again this year
 - ii. The meal will be served under a tent and in the same spot this year
 - b. Beer Truck
 - i. Mulligans will have the beer truck this year

- ii. Toyota will provide the beer truck
- 3. Sale Decorations
 - a. We are looking at having wagon wheels, sunflowers, and strawbales by photo banners and sale ring
 - i. Ms. Haley suggested looking at Oriental Trading for wagon wheels
 - ii. Miss. Newkirk will talk to the Bent and Rusty for donations of decorations
- 4. Sale Day Help
 - a. Auctioneers: Lander Nicodemus and Garrett Nunn
 - b. Color Man: Shannon Sims
 - c. Ring Man: Rod Rogers, Nolan Woodruff, Jeff Ward, Ryder Senior, and Myron Hales
 - d. Others: Melinda Sims, Meaghan Stinson, Sale Committee, and Barn Superintendents
- 5. Combines
 - a. Mrs. Alexander, Miss Newkirk, and Ms. Churches have reached out to a few businesses
- 6. Scale Schedule
 - a. Beef: Heather (All Day)
 - b. Sheep/Goat: Leah (All Day)
 - c. Swine: Rod Rogers (All Day)
- 7. Consignment duties
 - a. All consignments are to be turned in by Friday at 2:00 PM
 - b. Large species will have one (1) hour after their show to do their consignment forms
 - c. Consignment forms will be filled out only by the 4-H or FFA member
 - d. Rabbit: Leah (Will decide time)
 - e. Poultry: Lead (Will decide time)
 - f. Swine: Heather, Arvin, Rod (Wednesday)
 - g. Sheep: Heather (Thursday)
 - h. Goats: Heather (Wednesday)
 - i. Beef: Rod (Friday)
- 8. Digital Blues
 - a. Will build sale order after each show
 - i. Will NOT turn in at 2 AM this year
- 9. Airport
 - a. Wanting to donate money
- 10. Other
 - a. Mrs. Alexander reached out to other dealerships (i.e Ford, Chevy, GMC, etc.) to have vehicles presents at the sale
 - b. Ms. Churches reached out to 21 Century to have equipment parked all week at the fair
 - c. We are going back to hats for Top Hat Buyer at the sale
 - d. Stage Point is wanting more recognition this year.
 - i. Ms. Haley told Stage Point that they can hang signs in their corner at the sale.

- ii. The fair is looking to make a sign that says “Thank You for Clerking our Sale”
- e. Ms. Haley is ordering a Square Register
- f. There will now be a 3% convince fee on credit cards
- g. The JLSC will set up the sale barn at 6:00 PM on Friday 4 August 2023
 - i. Dinner will be provided

MEETING ADJOURNED at: 6:06 PM

Next meeting will be Monday 10 July 2023 at 5:00

