

**ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
NOVEMBER 8, 2021**

REGULAR MEETING: 6:00pm

1. Call the meeting to order and roll call
2. Public Comment (Limited to 3 minutes per speaker)
3. Consideration of Changes to Agenda
4. Review and approve minutes from October 11, 2021
5. Guests & Committee Reports
 - a. 4-H Council
 - b. Fairgrounds Foundation Report
 - c. Fairgrounds Report
 - d. Judges Committee Report
 - e. Rock Creek FFA
 - f. Snowy Range FFA
 - g. Sale Committee Report
 - h. Shooting Range Report
6. Officer & Staff Reports
7. Correspondence

OLD BUSINESS

NEW BUSINESS

1. Sale Committee Officer Certification/Election
2. New Range Arena/Boarding Signage - See attachment for picture and quote
3. Fair Regulation Document Update & Public Comment period to begin
4. Fair Theme
5. Superintendent Update/Deadline
6. Beef Minimum Weight
7. Residency Requirements Discussion
8. AKC Dog Show Man Hours and RV Spots Charges
9. Improvement to Activity Building Dates and Material Cost
10. Range Arena Ventilation and Heaters Update
11. ABI Quote Increase Approval for Payment - See Attachment
12. Approval of Vouchers to: Ace Hardware: \$103.43; Cintas: \$664.50; City of Laramie: \$1385.81; Eagle Plumbing and Heating: \$297.00; Honeywagon \$1125.00; Jason Fossey: \$51.72; RMAF: \$100.00; Rocky Mountain Power: \$4077.19; South Laramie Water & Sewer: \$101.48; Spectrum: \$487.64; VistaBeam: \$137.90; Wyoming Automotive & Industrial Co.: \$90.48; WDA: \$100.00; WDS: \$210.00; WRS: \$2120.82; Workers Compensation: \$1394.46; Delta Dental: \$112.45; Napa Auto Parts: \$139.48; MasterCard: \$308.65; Road and Bridge: \$140.49; American Backflow: \$375.05; Mary Louise Wood: 199.96.

10/11/2021 Regular Fair Board Meeting Minutes

Call to Order: Chairman Lake called the meeting to order at 6:32pm

Roll Call: Taylor completed roll call.

Brett Moline - Present

Mark Wade - Present

Andrea Senior - Present

Scott Lake - Present

Katie Ogden - Present via phone.

Public Comment: No public comment taken - no speakers.

Consideration of Changes to Agenda - Brett moved to accept the agenda; Andrea seconded; motion carried

Review and Approval of minutes from September 27, 2021 Meeting - Mark moved to approve the minutes; Brett seconded; Motion carried

Guest and Committee Reports

4-H Council - Mary Louise Wood shared that they have elected new officers, hosted project exploration, Fire Relief dinner and have plans to begin record book judging before achievement night. During a conversation about project exploration, Mrs. Wood shared that Albany County 4-H has awesome volunteers and sits #3 in the state for enrollment with 450 members.

Snowy Range FFA - Mr. Coxbill shared that their judging teams are finishing up team problems and are preparing to head to Indianapolis for the National FFA Convention.

Rock Creek FFA - No report available

Sale Committee Report - Mrs. Alexander shared that they met last week and worked to compile their presentation for a qualified sale. Those slides are available in the packet provided to the fair board. The board will look at the recommendations for the new slate of officers at the November meeting.

Shooting Range Report - Roy provided the hours for the shooting range. They closed for a couple days to clean the backstops and complete repairs.

Fairgrounds Report - Chris shared that the buildings have been winterized, RV spots winterized and we are ready for storage of items for the winter months. He has been working on bids to fix the rodeo office and the toilets in the activities building.

Fairgrounds Foundation Report - No report available. Katie and Andrea stated that the Jackpot show yielded \$7000 and the foundation is looking at Kitchen improvements. Taylor will be at the next foundation meeting.

Judges Committee - No report available

Officer and Staff Report - Taylor shared that she has been working on getting everything up to speed and the office is getting back to normalcy. Overall things are going well.

Correspondence - Notes were written and Mr. Lake asked about the status of payment for Ms. Hayes. A check was written and signed at the meeting.

New Business

1. **National Stock Dog Trials** - Jerrod Edwards and a representative from the National Cattle Dog Association came to speak with the board in regards to renting the facility for their dog trial national event. The board engaged in the conversation and inquired about the size and scope of the event. Brett suggested that Jerrod work with Taylor to get everything reserved and know exactly what pieces of the fairgrounds they needed.
2. **Ayres** - Presentation on master plans and funding. Christina Hiegel and David Land presented and made suggestions for the fairboard to get them started on improvements to the grounds. The Ayres representatives will share the presentation and an informational packet with approximate prices for the

board to review for future work with ayres. Christina has spoken with Marty Tatman about assisting with finding funding from 4-H and FFA at the National Level as well as Farm Bureau.

3. **Superintendent Positions and Applications** - Mrs. Senior would like to open applications for beef, breeding & meat goat and sheep superintendents due to the shift in availability of those individuals. Andrea would like to see superintendents being put on a 3 year rotation to assist with finding superintendents in a timely manner if they decide to leave their position. After discussion it was moved that we begin putting guidelines and responsibilities together for superintendent guidance as well as open up beef, sheep, goat and 3 indoor superintendent positions for application. At a superintendent meeting the job descriptions will be available for discussion. Mark moved to open positions and work with job descriptions with current superintendents. Andrea seconded; motion carried.
4. **Roy Kern/Shooting Range** - Brett moved to remove this item from the agenda; Mark seconded the motion; motion carried.
5. **Suggested Changes to Facility Use Contracts** - Brett moved that we send these items to legal to be reviewed to see if they would be compatible with our guidelines. Mark seconded; motion carried. Taylor will send itemized list to legal.
6. **Christina - Wyoming Retirement** - Christina Lewis was present at the meeting and explained that within her scope of duties for the fair grounds she is currently contracted to work with Wyoming retirement. The board discussed ensuring that information was given to Christina to take over. Taylor will provide login information.
7. **IAFE Attendance** - Taylor would like to attend the IAFE conference this year. Brett expressed the deadlines and it was discussed that Taylor would report via email the total dollar amount needed and the board would take a vote for attendance. Taylor is also going to check with RMAF to see if registration was already completed.
8. **Come to the Source Horse Sale Costs** - Due to the previous years not being billed correctly, Chris and Taylor will work together with Cathy to assess total outstanding amounts and bill for the remaining dollar amount from 2019; 2021.
9. **Tree Removal Quotes** - Discussion with Chris about trees and which needed to be removed. The difference between the quotes was discussed and Brett moved to allow staff to choose which trees to remove as well as stumps. Andrea seconded the motion; motion carried.
10. **Approval of Vouchers** - Andra moved to approve all vouchers; mark seconded; motion carried. One late submission was printed and signed after the meeting. All checks will be mailed this week.

Executive Session - Scott adjourned to executive session. All attendees left the room.
The board did not return to regular session and the meeting was adjourned at 8:43 pm

Taylor Haley
Fair Manager
Albany County Fair
10/12/2021

Sale Committee Minutes

Not available by Friday for Upload

Fairgrounds Foundation Report

Andrea and Taylor attended the fairgrounds foundation meeting on October 19, 2021 at the Range Arena. The foundation is looking at February 11, 2022 as a tentative date for their casino night. More details will follow at the next meeting.

Dave has started working with Gem City Vet as well as Wyoming Legends to make a nice sign for the Range Arena access off of Fort Sanders Road. Andrea and Taylor expressed their work to get signage for the range that addresses overnight boarding and directing overnight stays to the rodeo arena and white horse barn.

The foundation has started looking at options for the kitchen to assist with updating it. The new hood has been looked at and priced. The vent would go through the roof, so there would be some extra costs to make sure it is safe with a small fence. The board would like Mark to look at the electrical and see what kind of service we have and if there is a possibility to upgrade the service for the new kitchen. More details will be coming as they get closer.

The foundation approved the jackpot show again as a fundraiser. The jackpot will take place at the fairgrounds June 24-26, 2022.

American Paintbrush information for signage at Range Arena

Quote

* 18" x 24" aluminum clad plastic with red reflective lettering (Range Arena -Overnight Boarding with arrows) - \$85

* (2) 9"x4' aluminum clad plastic with red reflective lettering (No Overnight Boarding) - \$188 total

* (4) 4'x4' aluminum clad plastic with Overnight Boarding in red reflective, all other vinyl in non-reflective - \$865 total

(Please let me know if you want everything on these 4'x4's in reflective and I will re-quote!)



Activity Room Renovation Information:

Calendar Blocked off to make improvements: February 28 - March 5

Menards Pricing Information: (As of 11/2/2021)

Mastercraft® 1/2 x 3/4 x 12' Primed Finger Jointed Poplar Craftsman Shoe Moulding 126 - PROPACK of 20

Primed Poplar

SKU: 4170197

Model #: PPBS126PP-12

\$99.99 QTY 1 TOTAL: \$99.99

1 x 3 x 8' Furring Strip

1x3x8

SKU: 1031528

Model #: 1031528

\$2.68 QTY 28 TOTAL: \$75.04

12' Corrugated Galvanized Steel

12' Corrugated

SKU: 1558104

Model #: 1558104

\$38.96 QTY 25 TOTAL: \$974.00

Merchandise Total: \$1149.03

Sales Tax: \$57.45

Total: \$1206.48 - Without paint