

December 14, 2017

Board Members present: Kelly Camino, Kevin Rodriguez, Laci Schiffer, Byron Geis, Caretaker Gary Arno.

Guests present: Amanda Monterastelli, Chanda Rule, Jim Dawson and Commissioner Bill Novotny.

Amanda Monterastelli introduced herself to the board in her role as 4-H council president. She is looking forward to working with the Fair Board.

Jim Dawson brought up the Wyoming Association of Fair's directive regarding residency that states "all county fair youth livestock show participants be required to live within the county where they are showing". This would impact around 50 of our 4-H youth that live in Sheridan County and Campbell counties. Laci will look into the directive with the Association of Fair's and report back to Mr. Dawson. The board and Mr. Dawson discussed the biosecurity and both parties would like a clear protocol that can be put into the mandatory livestock meeting packets for the spring meetings.

Mrs. Rule went over our accounting. Byron moved and Laci seconded to hire Mrs. Rule to handle our bookkeeping needs on a contract base at \$30.00 per hour with unlimited hours to reorganize our bookkeeping and handle the monthly bookkeeping. Mrs. Rule presented the board with a new layout for our financial reports and the statements sign. She also presented the board with information on WyoStar, the state investment account, it has a higher rate of return our current savings accounts and funds deposited into WyoStar can transferred back into our account within 24 hours. Byron moved and Kevin seconded that we open up a WyoStar account with funds from our water line and reserve account. Bryron also moved that we leave 50,000 in our operating budget and transfer the rest into the WyoStar account, Kevin seconded the motion.

Gary gave the Caretakers' report. He has started the process of getting bids from several companies on building a shop building. He is getting bids on a 60 x 30 or 60 x 40 shop that would have an office and breakroom area. The board also discussed an open face shed along the back area of the new shop area.

Gary gave an update on the bids for lights in the sheep barn. Jerry Shane suggested to replace with LED light bulbs. The board decided to replace the light bulbs instead of all the lights and see how that works. Gary is going to take some of our old equipment to the county auction.

The Secretary's report was reviewed. Minutes, payables, payroll, vacation/sick/flex were approved on a motion by Laci and 2nd by Kevin.

Old Business was discussed. Whistle Nut has contacted the office about fulfilling his contract during the 2018 JCF&R. Kevin moved that we have Whistle Nut back, Laci seconded and the motion passed. The art work for the rodeo buckles were reviewed. Changes were made to the Senior Breakaway, steer roping and ladies breakaway. Laci will get with Molly's Silver to make the changes to the order.

The project list was reviewed and will be updated monthly.

New Business was discussed. The board discussed the secretary position. The board reviewed the job description and monthly duties Laci will make the changes to the descriptions and send it out to the board to review. Laci will also update our employee handbook. Byron moved to change the job to 32 hours a week with benefits at salary of 2000.00 a month. Flex time can only be accrued in the months of July and August and any other flex time must have board approval prior. Kevin seconded and the

motion passed. Kevin moved to start advertising on FB after we review the job description then advertise in the Buffalo Bulletin, County Bountu and Wyoming Works the first two weeks in January and closing application on January 17th. Laci Seconded and the motion passed. Laci moved to change our January meeting from the 11th to the 18th at that time we will review the applications and set up interviews for the following week. Byron seconded and the motion passed.

Kevin let the board know he has a new email address, kevin@merlinranch.com

Laci went over our current phone lines, we currently have two lines that are not being used very much. Gary has a phone in the shop and the line to the community building is only being used by the ATM. Kevin moved to eliminate the 2 lines, move the ATM to by the office. Byron seconded and the motion passed.

The board reviewed the rate schedule for 2018. Byron moved to leave our current rates the same for 2018 and add an outdoor barn rate as \$100.00. Kevin seconded and the motion passed.

In other new business Kevin brought up that at the year end review the commissioners suggested we have the grand stands reviewed for structural soundness. The board agreed to have K&K do a structural engineer review. Kevin will contact Joe Hall with K&K to start on it.

With no other business the meeting was adjourned.