

November 10, 2016

Board members present: Frank Sickler, Kevin Rodriguez, Laci Schiffer, Kelly Camino, Caretaker Gary Arno, Secretary Sandi Hoffman. Guests Commissioner Bill Novotny, Jason Bennett, Bill Zurcher, Tyrell Sickler and Clay Reiner.

Jason Bennett thanked the Board on behalf of the Buffalo High School Band. He stated that the Band would like to continue to man the concession stand in the Community Building during Fair week. He would like to know the approximate number of other food vendors in advance in order to plan better for inventory. He also mentioned that the band had enjoyed presenting the national anthem before the Saturday performance of the rodeo and offered to open the rodeo again next year.

Bill Zurcher spoke to the board regarding the Wednesday Night Rodeos, and stated that they would like to continue again this coming year. He felt that the rodeos had built over the season, and the feedback from the contestants at year end had been positive. The Wednesday Rodeos also provide a place for the high school kids to participate at a level of competition that is beginner-friendly in the rough stock events. Bill feels that more sponsors can be obtained if the process begins now. He has visited with the Chamber regarding applying for grants to help with expenses. The current plan is to try and incorporate the area Dude Ranches to hopefully draw in more spectators. Kevin moved to continue this summer with the Wednesday Night Rodeos. Kelly seconded. Motion carried.

Tyrell Sickler and Clay Reiner thanked the Board for hosting the Wednesday Night Rodeos.

The Buffalo High School Rodeo was discussed. Frank asked if the Board would work with the Rodeo Club once again to split the camping/stall fees if the Rodeo Club collected the fees. He also asked how many outlets for camper plug-ins and stalls are available on the grounds. The Rodeo Club has been talking of possibly locking up all of the access, in order to plug in or obtain a stall, people will have to pay for it to be unlocked. Gary said that there are approximately plug-in spots and 180 stalls available. Discussion followed as to how to lock up access. The most logical way will be to purchase padlocks which are all keyed alike in order to simplify the un-locking process.

Kelly moved to approve the Rodeo club collecting and splitting the fees, and to purchase padlocks for the stalls and electric boxes. Kevin seconded. Motion carried.

Laci presented playground equipment options, we will get an order in within the next week in order to take advantage of discounts offered.

Caretakers Report: Gary reported that he has been working on the catch pen project and winterizing all of the equipment. He asked for Board approval to advertise the blue Dodge pickup, old welder and stove from the kitchen remodel for sale on sealed bids or put them in a Brannian auction. The Board unanimously agreed.

Secretary's Report: Minutes, payables, financials and payroll from September and October were approved on a motion by Laci and a second by Kelly.

Fair and Rodeo items discussed: Camping charges will be \$50 for fair week 2017. Stalls will be \$10 per night and will be added to the rodeo entry forms. Donna will be notified to publish the camping fee changes in the Clover Chatter. Kevin moved to approve the fee change. Laci seconded. Motion carried.

Buckles were reviewed for 2017, Sandi will begin putting the order together. Buckle sponsorships will be \$130 for 2017. Possible event changes would be the addition of wild cow milking without using horses, and doing something new in place of the merchant's ribbon roping. Kelly moved to go ahead and purchase the buckles for the standard rodeo events now, and any additional buckles will be ordered later Kevin seconded. Motion carried.

Laci reported that Whistle Nut has agreed to perform again for the fee of \$3,500 and lodging. Possibly we can get the Bubble Tower machine during the last weekend of fair, Sandi will check on costs, Bill suggested applying for a tourism grant to help out with the costs of entertainment.

We will look into getting musical entertainment on a local level.

Frank asked if we want to kick off fair week with a lead-in event again this year, as the bull riding last year seemed to be well received. The Board agreed. Frank will check into a contact for mini-bull riding.

Commissioner Novotny mentioned that the State Health Inspector has an issue with the band using a BBQ grill at the concession stand. It is against state codes, we will let any vendors know this.

The 'Project List' was reviewed, the Pig Barn will be top priority on the list.

Gary mentioned that possibly we could get some methane huts for storage sheds at both arenas and for track storage.

The Show Ring extension could possibly be funded with a rec board grant, we also need to get a quote on installing a sprinkler system at the show ring. Gary asked Kelly if the county would possibly help out with the dirt work for the show ring extension to have it ready by next season. Gary would also like to install a permanent tank in the bucking horse pasture, and have road & bridge bury a frac tank for storage & to fill the water truck from.

Discussion on replacing the rough stock stripping chute – the current version is in need of upgrading. Sandi will look into options.

WiFi upgrades were discussed. Laci moved to have Buffalo Computers install the necessary features to get the grounds all operating on the same wifi network. Kelly seconded. Motion carried. Sandi will call Buffalo Computers and check on the current monthly usage with Century Link.

The December Meeting will be Friday December 16 at 5pm with the Christmas Party to follow at 6:30.

October 6, 2016

Board Members present: Kelly Camino & Laci Schiffer, Groundskeeper Gary Arno, Secretary Sandi Hoffman, Commissioner Linda Greenough, and Desiria Lite of the Royalty Committee.

Desiria reported that the Royalty Committee had appointed new officers: Desiria Lite, Chairman; Kelly West, Vice Chair; Jackie Little, Sec./Treas; Lacy Lembke, Social Director, and board members Krystal Bybee and Heather Hampton.

Laci Schiffer reported that she is still looking into additional grant funding for playground equipment to be added to the amount already granted by the Rec. Board. Application Deadlines are Nov. 15th. Also discussed was the possibility of getting a large sign for possibly the needlecraft building to post the grant funded projects throughout the grounds. Also discussed was the possibility of having notification boards in all of the respective barns during fair week where call lists for the livestock shows could be posted, along with other general information.

Commissioner Greenough suggested checking into 1% funding for some of the proposed projects.

There was not a quorum in attendance, so items discussed and tabled included the following: Minutes, financials and vacation/sick/flex for the month of September, hiring Whistle Nut the rodeo clown for 2017, raising employee credit card limits to 2,500 for both Gary and Sandi, and installing wifi capabilities throughout the fair grounds.

Caretaker's Report: Gary reported that he has been winterizing pipes and equipment. He has been checking into the possibility of acquiring methane huts to use as storage for equipment used at both arenas and the track. A hut for each location is the goal. Bolinger has finished installing the gates on the track. Gary is getting ready to start on the overhaul of the catch pens and hopes to get partially finished before the weather changes. The lights in the shop are having intermittent issues, Gary will check on a quote to replace them.

Gary said that there has been an interested party in purchasing the 2-wheel drive Dodge pick-up. An add will need to be placed to take bids, with the highest bidder winning.

Gary has also been approached about holding an Old-Timer's Rodeo in Buffalo next summer. He will try to contact the interested parties for more information.

Sandi reported on the ongoing audit with the Department of Workforce Services. The auditor is currently telling us that any individual who is receiving payment of any kind from the Fair Board and does not meet the standards used to determine independent contractor status needs to be reported as an employee of the Fair Board and all documentation needs to be in place. The audit is still ongoing, and Sandi will update everyone as more information is obtained.

Johnson County will host the Wyoming Association of Fairs fall conference next week from Wed – Friday. Sandi will email the info to the Board and Commissioners if anyone wishes to attend.

The next meeting will be November 10, 2016.

September 8, 2016

Board Members present: Byron Geis, Frank Sickler, Kelly Camino, Kevin Rodriguez, Secretary Sandi Hoffman, Guests Commissioner Bill Novotny and Amanda Kaufmann.

Livestock Superintendents of the Beef, Sheep, Swine and Horse programs submitted recaps of fair week outlining things that had went well, along with areas needing improvements and suggestions for next year. Also reviewed was a report from Jim Dawson of the Extension Office.

Amanda spoke regarding the 4-H horse show. She stated that the mandatory meeting on Monday had created some conflicts as the horse show was still going on when the meeting was scheduled. Some of the exhibitors had drawn out of the horse show so as not to miss the meeting. The Board unanimously agreed that if an exhibitor was showing, that would constitute an excused absence.

Amanda then presented a recap of the livestock sale. There are still some buyers who have not paid, statements were mailed out by Sandi & Kassie at month-end.

Jake Evans has contacted Gary in regards to possibly trading off labor from the Buffalo FFA Chapter to rebuild the pig alley in exchange for the old livestock scale. The Board agreed that a new scale needs to be located, Kevin will check prices and go to the Livestock Committee with findings.

Fair & Rodeo was reviewed. Bill Novotny mentioned that he had overheard comments that parking was somewhat un-organized during some of the events during the week. Also discussed was the use of ATV's and golf carts. Possibly next year, only ATV's licensed for street use will be allowed.

Rodeo events and buckles were briefly discussed. Further discussion and review of events and buckle sponsors will be needed before ordering buckles for next year to determine if there will be event additions or discontinued, also, whether or not buckles will be awarded for every event. Some suggestions included having Steele's run the rodeo slack on both Thursday and Friday nights, and checking into other stock contractors for calf roping calves to see if we can find a better price.

Laci reported that a meeting with the open class clerks and superintendents had been held, all seemed happy with how things had went for the most part. We still have a picture missing from the exhibit hall and are hoping that it will turn up

Premiums were discussed. Frank moved to pay \$15 to the Grand Champions and \$10 to the Reserve Champions of each division. The information is not recorded in the Showworks program except for the livestock divisions, Donna will need to provide records in order to issue checks for the other divisions.

Laci is looking at some other available playground grants. If we qualify and receive more grant funding, a better piece of playground equipment can be purchased.

A discussion regarding replacing the toilets in the shower trailer was held. More information regarding prices will be needed.

The Secretary's report was reviewed. Kevin moved to approve the minutes, financials, payroll and vacation time. Frank seconded.

The October meeting will be rescheduled to October 6th due to the Wyoming Association of Fairs fall meeting will be held in Buffalo October 12th – 14th. Sandi will contact the Bulletin to publish the meeting change.

July 14, 2016

Board Members Present: Byron Geis, Laci Schiffer, Kelly Camino, Kevin Rodriguez, Frank Sickler.
Caretaker Gary Arno, Secretary Sandi Hoffman.

Guests: Sharon Nadeau, Pepper Williams, Dominic Allen, Kassie Bales, Kirby Camino, Commissioner Bill Novotny.

Sharon Nadeau representing the Buffalo Down Town Association approached the Board regarding changing out the banners on Main Street light poles. The banners to be hung will be advertising fair and rodeo week, and Sharon wondered if the Board could provide help either early morning or late afternoon to put them up. The Board agreed that this would be great advertisement, and will meet on Sunday, July 17th at 5pm. Sharon estimated that the project would take less than 2 hours.

Pepper Williams and Dominic Allen of Big Horn Mountain Radio spoke regarding fair weed. The local radio station will be doing fair updates sponsored by local businesses during the week. Dance in the Park will be held Friday, August 5th beginning at 6pm. Maxima's Overdrive will play first, followed by Dave Munsick Band. The Invasion Bar will handle beer sales. Admission will be \$5 at the gate, ages 12 & under will be no charge. Pepper and Dominic asked if the Fair Board would be able to provide gate and clean-up help, possibly rodeo royalty will be able to attend once again to help out. The Fair Board will provide portable outhouses for the dance, to be in place by Friday.

Kassie Bales requested use of the jr. fair board office to take sale consignments as the livestock shows wrap up. Possibly a printer and computer could be hooked up for use also.

Kirby updated the Board on the Sale. He has found a tent, the Committee will be responsible for setting it up on Friday evening. We will be able to cover the tables and chairs needed. Another mock sale is scheduled for July 24th at 4pm to insure everything is in order.

Commissioner Novotny reported that everything is in line for the commissioner's sponsored kid's footrace during the rodeo. He also reported that the elected officials will be serving ice cream at the YES awards ceremony.

Caretaker's Report: Gary reported that the crew has been busy preparing for fair. The east bleachers are complete. The old sign visible from the interstate has been removed, and the new one will be installed within the next few days. The canopy on the south bleachers will be installed next week.

Gary presented an idea to the board regarding the signage for grant funds received from the tourism board and rec board. He suggested creating one large sign in a visible location, such as the front of the exhibit hall or needlecraft building to credit the funding for each project received. This would be visible to more traffic than a small individual sign on each project, and could be added to as grants were received.

The location for the bath house is ready to go as soon as the trailer shows up. Byron and Kelly have both spoke to Bill at Montondo Trailers, he has promised that it will be here by Monday. If the unit doesn't show up, the Board will contact Barry Crago.

The materials for the poultry and rabbit cages arrived the first week in July, as of yet this project is awaiting completion. Pen set-up is scheduled for July 20th.

Secretary's Report: Minutes, treasurers report, vacation/sick/flex were reviewed. Upon correction of one mis-typed figure in the treasurer's report all were approved on a motion by Frank and a second by Kevin.

Dave Belus was contacted regarding calves for the calf scramble. Lisa Keeler will be contacted to see if she can provide sheep for the mutton busting.

Rodeo entries were taken today from 2-6pm, continuing through tomorrow until 6pm, and Saturday from 9am -noon.

The Board will meet to review entries on the 19th at 5pm.

No more business to discuss, meeting adjourned.

June 9, 2016

Board Members Present: Byron Geis, Kelly Camino, Kevin Rodriguez, Laci Schiffer, Caretaker Gary Arno, Secretary Sandi Hoffman. Guests: Jason Bennett of BHS Band, Peter Fenster, Amanda Kaufmann, Stef Buhr, Blaine Horn, Donna Nelson, Jim Dawson & Commissioner Bill Novotny.

Jason Bennett spoke on behalf of the BHS Band. He reported that the band is ready to man the concession stand in the community building during fair and rodeo week, and will be glad to work with the Wool Growers to coordinate kitchen usage on Tuesday for the sheep feed. He also added that the band is looking forward to doing the national anthem to kick off the rodeo on Saturday.

Peter Fenster approached the Board requesting a pay raise for returning full-time summer help. He pointed out the fact that the summer staff only has 3 full time employees and 2 part-time employees this year. They are already trained and knowledgeable in what needs to be done and have the ability to work unsupervised. The Board agreed to take the matter under consideration.

Amanda Kaufmann discussed the Livestock Committee financials. She would like a copy of the bank statement every month.

Stef Buhr requested funding from the Board to construct 48 new poultry and rabbit cages. The Board asked how many cages had been used in previous years. Stef said between 80 -98 cages. The time frame for ordering and constructing cages is getting very short, if the materials and construction can't be finished in a timely manner, the Board asked if the cages from the old trailer could be installed for the fair. The cages would be installed on the walls of the barn, and the show area would be in the center. Kevin asked if the 4-H council had been asked to provide half of the 48 cages that Stef would like to construct. Kelly moved to have the Fair Board allot \$1,500 for the construction of 24 cages. Kevin seconded. Motion carried. Stef will be in touch with Sandi early next week to get the supplies ordered.

Blaine Horn reported that signs directing people to the extension office have arrived, and asked if one sign could be installed near the front entrance of the fair grounds. The Board agreed that this is a good idea. Also discussed was the possibility of having gates at some location to close the grounds and how the location would impact the extension office traffic.

Jim Dawson updated the Board on the extension office/royalty office. The lock has been changed, so new keys will be needed for access. Currently, Royalty Committee has 2 keys for the new locks.

Jason Dent, the rodeo clown under contract was contacted via conference call to discuss the rodeo acts for Saturday and Sunday. Jason provides all props needed for the acts.

Royalty Committee Report: The Royalty Girls will be doing a concession stand for the Indian Relays. June 29th is scheduled for the royalty photo shoot.

The Livestock Committee will have a mock sale on the 28th to refresh the sale workers on how things fall together.

Caretaker's Report: Gary reported that various supplies have been ordered to stock the shop – oil filters, lawn care items, etc. He and the crew have been busy preparing the grounds for the Indian Relays this weekend. He mentioned that the Big Horn Music Festival is coming up quickly, and suggested that possibly next year, we could put in a grant request to install a sprinkler system at the grass show ring.

Secretary's Report: Minutes of the May meetings, payables and vacation/sick/flex time were approved on a motion by Kevin & a second by Laci. Motion carried.

The Board discussed giving hourly pay raises to Andrew Borgialli - \$.50 , Peter Fenster and Dezi Burtenshaw \$1.00. Kelly moved for approval. Laci seconded. Motion carried.

Fair premiums were discussed. After consideration, Laci moved to discontinue paying premiums this year. Kevin seconded. Motion carried.

The next meeting will be July 14, 2016.

May 31, 2016

Board Members Present: Byron Geis, Kevin Rodriguez, Frank Sickler, Laci Schiffer, Secretary Sandi Hoffman, Guest Mandy Mader.

Daily Event schedule for fair week was reviewed and duties of Board Members discussed.

Sandi will check with Jason Bennett to make sure there is no problem with the Woolgrowers using the kitchen in the community building to prepare for the sheep feed.

Team Penning cattle are still needed, Kurt Walters has not returned a bid yet. Also, we will try to get the same help to run the event as last year, Russ Green to announce and Dennis Camino and Ken Fox to flag.

Timers, crow's nest and arena help was discussed, the board agreed to pay the same rate as last year. Sandi will begin contacting help. Team roping slack will be Thursday, August 4th at 6pm. All teams will rope 2 head in slack, with the top 10% advancing to the short go. Mixed Roping short go will be during the Saturday perf, Dally Roping Short go will be during Sunday perf. We will hire Larry & Deanna Steele to run this portion again. Friday Night slack will use both arenas this year.

Steer Roping Slack will begin at 5pm on Friday, with the remainder of events starting at 6. The top 8 in jr. barrels and jr. poles will advance to the Saturday perf, top 8 in ladies barrels and poles will advance to the perf on Sunday. The order of rodeo events was discussed.

Empty Saddles – The Board agreed that if there were more than 6 empty saddles, the ceremony will be divided into 2 days again this year.

May 12, 2016

Board Members present: Byron Geis, Frank Sickler, Kelly Camino, Kevin Rodriguez, Laci Schiffer, Caretaker Gary Arno, Secretary Sandi Hoffman.

Guests: Paul Jarvis, Bill Zurcher, Heather Hampton, Bill Novotny.

Paul Jarvis updated the Board on the agenda for this year's Big Horn Mountain Music Festival. The dates for the festival will be July 7th – 10th. Bluegrass camp will precede the festival once again.

Bill Zurcher gave an update on the Wednesday Night Rodeo plans. Sponsorships have been tough to obtain. They are still looking for ticket takers and arena help. Gary Mefford will be providing the team roping stock, the current plan is for team roping to be a pick'n'draw format, entry fee will be \$100. Kelly and Byron felt that this may be too expensive for a jackpot rodeo, and could reduce the number of entries. Bill will visit with John Forbes and Gary Mefford. Penny Forbes and Wendy Greenough will run the ladies barrel races in the second arena. Gate admission will be \$7 per person, 12 & under no charge. Contestants will be charged an office fee of \$7 at the gate. They would like for the Chamber to sell advance rodeo tickets. Byron suggested contacting the American Legion Women's Auxiliary about taking tickets at the gate.

Kevin updated the Board on the Children's Center Tractor pull. The date will be July 2nd. The Center is requesting the Fair Board to donate the use of a tractor for the pull. The Board agreed to let the Children's Center use the Massey for the event.

Heather Hampton updated the Board on the Rodeo Royalty. She provided copies of the By-Laws, Procedures and Committee Code of Conduct. The By-Laws were reviewed and accepted on a motion by Kevin and a second by Laci. She reported that there has been issues with some of the royalty girls and parents regarding working rodeo slack. The girls would rather be at the Dance in the park instead of working in the arena. The Board offered that possibly, current title holders could attend the dance, while girls in the current year's competition would be required to help with the slack events. Also, this year's plan is to utilize both arenas for Friday night slack and have it over with in a couple hours. Discussion followed as to what else the girls are required to do during fair week. Their presence at livestock shows and handing out ribbons throughout the week, and having one of the girls attend the daily morning meetings along with one of the Royalty Committee Members were on the expectation list.

Caretaker's Report: Gary reported that he is still working on getting the bleachers finished up, but hasn't been able to work on them during the past week because he was working on the Snyder Ditch project with Road & Bridge. He plans to stock up on shop supplies such as oil, filters and misc. necessities to expend the remaining maintenance budget before fiscal year end. Kelly asked if the bleachers and shade will be up by high school rodeo. Gary said that the bleachers should be ready, but the shade cover will probably not be up as he still has a day or two to work on Snyder Ditch. The poultry barn addition is in the works by the BHS Shop Class. If the Rec Board request for cages falls through, the existing cages from the old trailer can be moved in to use until a solution is reached.

Secretary's Report: Minutes from the April meeting, payables, and sick, flex & vacation were approved on a motion by Laci & a second by Frank.

Byron asked Commissioner Novotny about grounds maintenance around the extension office. Will Gary's crew assume the responsibility for mowing and weed-eating or will the county lawn maintenance crew take care of it? After discussion, Gary stated that since much of the yard has been re-worked into a parking area and the new access put in, that the fairgrounds crew can assume the responsibility for the time being.

Commissioner Novotny updated the Board on the Snyder Ditch Company, and stated that an appointee from the Fair Board is needed for the Ditch Board. Gary Arno will be the Fair Board representative.

Laci gave the Board an update on projects she has been working on for public relations. The new website is nearing completion and should be up and running within the next couple of weeks. She also discussed ideas for marketing events scheduled at the fairgrounds for this season.

Vendor fees for the Indian Relays were discussed. The Board agreed unanimously that the fees would be \$150 for the weekend, the kitchen in the CB will be \$300 for the weekend.

Rodeo planning was briefly discussed, Tris Munsick will be playing on Sunday after the rodeo.

A Rodeo planning meeting was scheduled for May 31 at 6:30. Sandi will get notices to the Bulletin.

April 14, 2016

Board Members present: Byron Geis, Kevin Rodriguez, Kelly Camino, Laci Schiffer, Frank Sickler, Caretaker Gary Arno, Secretary Sandi Hoffman. Guests Doug Wasinger, Jay Buhr, Tina Rosalez, Kassie Bales, Kirby Camino, Carmen Rodriguez, and Heather Hampton.

Doug Wasinger requested permission to board 4-H pigs at the fairgrounds again this year. The pigs will arrive June 1st. A boarding contract will be signed by the 4-H member. A deposit of \$100 will be held by the Fair Grounds to be refunded at the end of the season if the pens are left in satisfactory condition. Kevin moved to approve 4-H project boarding. Frank seconded. Motion carried.

Jay Buhr was present on behalf of poultry & rabbit projects. He presented a price quote of \$3,000 for 48 pre-fabricated chicken & rabbit coops, and requested financial help from the Fair Board. Originally, the Board had approved funding some of the materials to construct cages, with Jay to be responsible for the construction. After discussion, the Board suggested that Jay look into other funding options, such as the Rec Board, which is accepting grant requests due the 29th. Jay will also look into other pricing options for cages and get back to the Board with his findings.

Tina Rosalez from the Buffalo Children's Center requested use of the Fair Grounds for a fund raiser to be held sometime next summer. She would like to host a 'tractor pull', with teams of people pulling a tractor a specified length, and possibly lawn mower races, dinner and dance. She is looking at a possible date of July 2nd. Kevin moved to rent out the grounds for a price of \$125. Kelly seconded. Tina will get back to us with the scheduling, if the July date won't work, we will look at other dates.

Kassie Bales, Carmen Rodriguez, & Sandi Hoffman reported to the Board on Showworks training held last month in Cody. The training was very educational, and we are looking forward to using the software to its' full capabilities during the fair this year.

Kirby spoke on behalf of the Sale Committee. A checking account has been opened for the Livestock Committee. Bills will be presented to the Fair Office, checks will be cut, and held for a committee member to pick up and take to the Livestock Committee Meetings. He asked for backing from the Fair Board on setting up and running the Livestock Sale. He would like to designate one person to be responsible for setting up the sale from start to finish. The Fair Board agreed to his request, Frank moved, Laci seconded. Motion carried.

Heather Hampton representing the Rodeo Royalty updated the Board. She requested a key to the office in the extension building. Heather also inquired about the schedule night rodeos in Buffalo, stating that the royalty girls would help where ever needed during the rodeos. She also asked the Board if some of us would be willing to help educate the girls with rodeo knowledge. Byron and Kelly both volunteered to spend time with the girls during the night rodeos, Kelly in Buffalo and Byron in Kaycee, explaining the rules of each event as the rodeo progressed. Heather also approached the Board regarding letting candidates from other counties run for JCFR royalty. After discussion, Kelly moved to keep eligibility open only to Johnson County residents. Laci seconded. Motion carried.

Byron updated the Board on the Forbes Wednesday night rodeos. John has been in the process of getting sponsors, and would like to have checks sent to the Fair Board, at the end of the season, profits

would be split accordingly. Laci suggested that a checking account specifically for Forbes Night Rodeos be created to track funds separately. Kevin moved to set up an account for this, with any two current Fair Board Members as signors. Frank seconded. Motion carried. Admission prices to the Forbes rodeos were discussed. Kevin moved to set the admission at \$5 per person. Kelly seconded. Motion carried.

Caretaker's Report – Gary reported that most of the past month was spent on the office remodel, with a few days spent on the east bleachers. The Board has checked out the area where the old bleachers were taken out. One of the options discussed was putting a platform deck where the bleachers have been removed, people could then bring lawn chairs and shade canopies to set up during events in the arena. The panels for the catch pens and track gates are in, he plans to get them picked up within the next week. The showers are under construction at Montondo. Hopefully the water and sewer can be set up before the trailer arrives, all that will need to be done is hook up. Gary asked if the plan is still to rotomill the tear drop in the driveway. After discussion, Laci moved to proceed with the rotomill. Frank seconded. Motion carried.

Gary told the Board that he has been approached about holding a sanctioned bull riding event by Rex Rammell of Gillette. Rex is interested in possibly holding it in conjunction with JCF&R. In looking at the schedule of events, it looks like either Saturday, July 30th or Monday August 1st would be the options to combine with fair events. Gary will get back to Rex and visit some more about this.

Secretary's Report: Minutes of the March meeting were reviewed and approved on a motion by Frank and a second by Kelly. Payables, payroll, and vacation/sick/flex were reviewed and approved on a motion by Laci & a second by Kevin.

Byron brought up the idea of moving the normally scheduled board meeting time from 7pm to 6pm. This will hopefully allow business meetings to conclude before midnight. Frank moved for approval. Laci seconded. Motion carried.

LGLP insurance rates were reviewed. Kevin moved to go with \$1,000 deductible. Laci seconded. Motion carried.

Premium pay-outs for 4-H & open class were briefly discussed, more will be decided at the fair & rodeo workshop to be scheduled later on.

Rec Center Grant requests were discussed. The deadline for submitting requests is April 29th. The Board agreed to submit two requests, one for new playground equipment for the playground area at the northwest corner of the grandstands, and one for funding assistance for new chicken and rabbit cages for the poultry barn.

The next meeting will be May 3rd at 6pm.

March 10, 2016

Fair Board Members present: Byron Geis, Frank Sickler, Kelly Camino, Kevin Rodriguez, Laci Schiffer, Caretaker Gary Arno, Secretary Sandi Hoffman.

Guests – Lynn Young, Heather Hampton, Johnson County Cowgirls -Deb Hepp, Jeanne, Joslyn, Heidi Camino, Jen Johnson; Kirby Camino, Jim Dawson, John Forbes, John & Nancy Orwig, Commissioner Bill Novotny.

New Business: Lynn Young spoke on behalf of the Occidental Jam, requesting the use of the stage sound system for an upcoming concert at Bomber Mountain Center. The concert will be held in October, and proceeds will be used for scholarship funds. Lynn also presented the Board with an itemized inventory and approximate value of the equipment. After discussion, the Board and Lynn agreed to loan the equipment in trade for the Occidental Jam to provide music at the fair on Tuesday evening incorporated with the sheep feed and sheep lead.

John and Nancy Orwig representing Habitat for Humanity – Regarding the rate increase of the facility rental, due to the fact that Habitat is a non-profit organization, and that income generated from the garage sale is put back into the Habitat Program, they felt that the quoted rate was extreme. After discussion, Laci moved to set the price at \$500 for this year's event. Frank seconded, motion carried.

The Johnson County Cowgirls requested a review of the contract and rate increase. Heidi Camino spoke on behalf of the group, stating that they are a non-profit group, whose main purpose is to give young kids a start in rodeo events. The proposed increase would not allow the group to continue. After discussion, Kelly moved to set the rate for the coming season at \$875.00. Laci seconded. Motion carried.

Deb Hepp – Deb would like to see a pony express race included in this year's rodeo. The Board agreed to add the event to the entry form for Saturday's events, contingent on getting enough entries. Deb will handle getting sponsorships for cash prizes and putting out posters to advertise the event. Commissioner Novotny put up \$200 towards the purse.

Heather Hampton, Rodeo Royalty Committee – Heather reported that the committee is currently working on establishing by-laws and code of conduct. She reported that the royalty clinic will be held April 9th & 10th, they have lined up speakers and coaches to work with interested girls. She asked if the sound system is available in the community building for the clinic. Gary said all should be good to go. Heather inquired if a checking account had been established for the royalty yet. An account has been opened at First Northern. 2 signatures will be required, one being a Fair Board member, and one being a Royalty Committee member. Laci moved to appoint Frank and Kevin as authorized signors for the Fair Board on the account. Kelly seconded. Motion carried. Heather reported that Deseria Light and Analee Redding have been designated as signors for the Royalty Committee.

John Forbes – John updated the Board on the Wednesday night rodeo plan. John plans to hold rodeos on Wednesday nights during June and July. He has visited with the Chamber regarding rodeo promotions, and feels that the Chamber on board with him. Some ideas are to have Gary drive through town on Wednesday mornings with a bull horn, announcing that there will be a rodeo that evening, checking with the BATS bus to see if they would possibly run a shuttle from the campgrounds to the fair

grounds, selling tickets at the Chamber office and camp grounds, and involving the area dude ranches in a team format to offer a Calcutta each week prior to the rodeo. John will provide the rodeo workers and stock, the Fair Grounds would provide insurance and ambulance service. Gate fees would be split equally between John and the Fair Board. John will keep us updated with the progress next month.

Kirby Camino – Spoke on behalf of the livestock committee. They have secured one judge for all 4 species. Campbell County will also be using the same judge, so the travel cost can be shared. He stated that the Livestock Committee voted to purchase a lap top to be used for Showworks and the livestock sale, and authorized Sandi to order a laptop with capabilities to run the Showworks program within a budget of \$1,200. He asked if a checking account has been established for the Sale Committee, as the committee is striving to get their accounting in line and not have to have it recorded on someone's home computer. An account has been set up at First Northern Bank. The account will require 2 signatures on checks, with one signature being a Fair Board member and one signature a livestock committee member. Kelly moved to appoint Kevin and Frank as signors for the Fair Board. Laci seconded. Motion carried. Kirby reported that the Livestock Committee has appointed Jackie Benton, Amanda Kaufmann and BJ Ruby as signors. He asked the Board if the TV background in the sale ring could be made more permanent going forward.

Kirby then approached the Board about having a carcass contest at this year's fair. The initial contest would be open to sheep producers in Johnson County. Producers would bring in a lamb to be judged on the hoof, then the top 5 of the class will be taken immediately to slaughter. The carcasses will then be hung on display at the fairgrounds for the remainder of the fair. Kassie is currently checking on finding a suitable cooler for display.

Jim Dawson – Currently the public is having trouble locating the Extension Office at its new location. Jim reported that they are in the process of getting signage for the Extension Office. He also stated that he is coordinating plans with the livestock superintendents and wondered if the Board had any expectations that need to be relayed to them.

Sandi presented a request from Chanda Rule regarding the Jr. Fair Board. Chanda has only 2 applicants so far this year. She would like to have funds budgeted for 3 t-shirts for each member, meal & lemonade vouchers during fair week, and a year-end dinner party. A request for shelving and a whiteboard for the Jr. Office, along with some assorted tools that may be needed during the week was also reviewed. Chanda would like to see more recognition directed at the Jr. Board, such as listed in the rodeo program and announced at the shows and sale throughout the week. She is also in search of another advisor to help with more recruiting for next year. The Board unanimously agreed that these were reasonable requests.

Caretaker's Report: Gary reported that the BHS students have began work on the poultry barn. The bleacher project is progressing, boards are going back on. Blaine and Troy have been helping as needed. Most of the materials for the office remodel are purchased, and work will begin tomorrow with clearing out the office. Byron stated that he has lined up Daniel Walters to help Gary in hopes that the office will be ready to go on Monday, the 21st, since Sandi will be in Cody at Showworks training next week. The portable shower trailer bid is in, and the trailer can be set up with a tap into the existing sewer lines; the final bid is for \$35,000 with no storage tanks, or \$50,000 with tanks included. The no storage tank version would have free taps into the city line. The construction time frame is approximately 8 weeks. Frank moved to accept the \$35,000 bid. Laci seconded. Motion carried. Other items discussed included

possibly laying rotomill on the teardrop driveway, and ordering supplies to finish the catch pen revamp. Kelly moved to have Gary order catch pen supplies. Kevin seconded. Motion carried.

Secretary's Report: Minutes for both February meetings were approved on a motion by Frank and a second by Kevin. Payables, payroll and vacation/sick/flex were approved on a motion by Kevin and a second by Frank.

New Business: Budget requests are due May 1st. The Board will schedule a budget workshop in April, date and time will be published.

Vendor contract forms were reviewed, along with entry forms for this year's rodeo.

The next meeting will be April 14, 2016.

February 23, 2016

A special meeting of the Johnson County Fair Board was held February 23, 2016. Board Members present were Byron Geis, Kelly Camino, Kevin Rodriguez, Laci Schiffer & Frank Sickler. Sandi Hoffman, Admin Secretary was also present, along with guests Louise Anderson, Karen Walker, Bev Chapman, Bev Boden, Mary Golden, Barb Ward, Amanda Kaufman, and Donna Nelson.

The Johnson County Fair Exhibitor's Book was reviewed, revised and updated upon suggestions and recommendations of guests. The new edition will be for 2016 – 2018. Special Contests each year will be as follows: 2016 – Horseshoe Art, 2017 – Jewelry, and 2018 – Repurposed Art.

The Board went to executive session to discuss the need for additional bank accounts for rodeo, royalty, and livestock sales. The need to establish two new checking accounts was discussed: Rodeo Royalty, which checks will require two signatures: one of a designated Royalty Committee member and any one of the Fair Board Members; and Johnson County Fair Livestock Sale, requiring 2 signatures on checks: a designee of the Livestock Committee and any one of the Fair Board Members. The existing "Event Account" will be used for the rodeo account, with checks requiring 2 signatures of Fair Board Members. Kevin moved to approve. Laci seconded. Motion carried. Sandi will work on getting the process in motion.

Revamping the main office was discussed. The Board would like to get the work done while Sandi is at Showworks training in Cody, March 16 – 18th. The office will be gutted, new floor covering will be installed, walls repaired and ceiling fixed where there have been water leaks. Gary & Sandi will work on getting supplies lined up. A contractor will be hired to help Gary with the project. Kelly moved to approve, Frank seconded. Motion carried.

No further business was discussed.

February 11, 2016

Members present: Byron Geis, Frank Sickler, Kelly Camino, Kevin Rodriguez, Laci Schiffer. Staff present: Gary Arno & Sandi Hoffman. Guests present: Cretia Ahern, Bob Lepper, Tina Beach, Tiddle Camino, Peter John Camino, Kirby Camino, Ralph Gonzales, John Forbes, Barb Ward, and Jim Dawson.

Cretia approached the board regarding the ¼ mile horse race at JCFR, saying that she wished to sponsor the event again this year. She made a cash donation of \$1,000 towards the purse, and Bob is building a custom trophy bit for the winner. She mentioned that she had heard feedback from several people regarding the start of the race last year. Bob stated that Campbell County has a starting gate which possibly we could borrow. He volunteered to haul it to and from Gillette. Cretia mentioned that the track is extremely hard where vehicles cross at both ends of the track, and asked if it could be worked up. Gary said he will rip it to the best level that he can. An age limit for race participants was discussed for safety reasons. Possibly a limit of 16 years of age to enter the race was the general consensus. The Board will take this into review before printing entries.

Tina Beach and Tiddle Camino spoke on behalf of the 4-H dog project. They wanted to thank the Board for the use of the Community Building for practices. They reported that practices are going well and invited the Board to stop in sometime to see what the kids are doing. Tiddle stated that the front lawn location had worked out great for last year's fair competition, and asked if they could use the lawn again this year. The Board agreed on this. Last year, there was a mix-up in the ribbons, and the 4-H participants had received FFA ribbons. Tiddle also said that the dog project would like to be included in giving buckles as awards. There would be a total of 6-8 buckles. Frank stated that the YES committee is in charge of buckles for 4-H & FFA classes, and they only do livestock. Tina said that the dog project leaders have visited with sponsors, and already have 6 committed buckle sponsors. They would like to order with the Rodeo order. Sandi will get with Tina regarding the buckle order. Tiddle asked if it would be possible to advertise the dog show more.

Peter John & Kirby Camino asked on behalf of the Johnson County Wool Growers to use the facility again on Saturday, February 13th for another shearing day for small flock owners. Peter John asked if the Board had come up with a contract regarding this project. This will be the last shearing for this year. The Board agreed to let the Wool Growers use the facility at no charge, and if it materializes into a regular event, terms and fees will be discussed. Kirby said that next year, if possible, the Wool Growers would like to have shearing days once monthly from Dec. – Feb. 90% of the sheep to be sheared in December & January belong to 4-H & FFA kids. The Fair Grounds is a central location to hold this, but there are no enclosed buildings geared to this project if the weather is inclement. Peter John said that there is interest in holding a shearing school, but if the weather is bad, there is currently no building on the grounds that would house an event of this type. Currently, there is no shearing school in the state of Wyoming. This would be an educational opportunity if the venue could be set up to house the event.

Peter John also requested the use of the main kitchen during JCFR to prepare food for the sheep feed. He reported that using the kitchen last year had worked great. The Board agreed to let the Wool Growers use the kitchen once again this year.

Kirby spoke regarding the Sale Committee. We are in need of 2 more computers to run the ShoWorks program used at the livestock sale for the upcoming training in March in Cody. Kirby asked if the Board is going to purchase one computer, or if the Sale Committee could purchase one. Jim Dawson stated that

the extension office will have one laptop available for the training. The Fair Board suggested sending a letter of request to the Sale Committee asking that they purchase a laptop for this purpose. Jim will also make sure that the main data file of last year's fair will be made available to load in all of the computers. Kirby reported that the mandatory meeting for livestock projects is in the planning stages. No judges have been secured as of yet, he asked the Board for price guidelines. The Board set a limit of \$1,000 if a single judge could be obtained for multiple shows.

Ralph Gonzales put in a request to use the back kitchen during Fair week to sell burritos. The Board has taken this request under review and will let Ralph know by the next meeting.

John Forbes approached the Board about once again having night rodeos, possibly once or twice monthly. He was wondering which night would work best, possibly calling the camp grounds to ask when they started filling up with travelers laying over on the route to Yellowstone. Discussion followed with ideas for advertising. Kelly suggested having Gary drive through town & campgrounds on rodeo days with the pickup and bull horn to advertise like they used to in years past. John wondered if it would be possible to get the BATS bus to shuttle guests from the area campgrounds. The possibility of adding a beer stand was discussed. Sandi will contact the campgrounds for information. John is looking at visiting with area dude ranches to see if they would send competitors as well as guests. More will be discussed on this at the next board meeting.

Barb Ward spoke to the Board on behalf of the Buffalo Quilting Gals. She reported that the group feels that some changes need to be made regarding the needlework judging, better judges need to be found for the quilt judging, and a separate judge needs to be hired for the needlework division. She provided a list of suggestions to help make the open class and the overall fair a better experience.

Jim Dawson presented the new MOU for the Livestock Committee. He reported that Barry Crago has reviewed the documents. Kevin moved to accept the MOU. Frank seconded. Motion carried.

Caretaker's Report: Gary updated the Board on the bleacher project. He reported that he has taken the section out along the Northeast corner, and has removed the boards from the section that is to remain. He asked if the Board wanted to go with aluminum or wood on the replacement sections. Wood will be the more economical route, if aluminum is used, everything needs to be reinforced and more braces added. Gary will get prices on both treated and untreated lumber. The Board discussed adding a canopy over the bleachers in the future.

Gary stated that the Commissioner's Office had emailed the Fair Board Office requesting that he plow the extension office area when it snows. He reported that he had plowed the day before the request came, and that the Extension office employees had been watching him as he plowed. Gary reported that the floor cleaning machine purchased for the Community Building floors works great and has cut down on cleaning time. He has just re-waxed the floors for the season. Gary also asked permission to purchase some used tables and chairs from the Congregational Church. They have several heavier-duty folding tables for purchase at \$15 each, along with several sturdy stackable chairs at \$3 each. Gary would like to use the heavier tables in the livestock barns at fair, and to send out as rental tables. The chairs could also be used during fair week. This will help keep the tables and chairs in the Community Building from becoming lost or damaged. Kevin moved to allow \$400 for the purchase of the used tables and chairs, Frank seconded, motion carried.

Secretary's Report: Minutes, payables, payroll and vacation/flex for December and January were reviewed and approved on a motion by Kevin & a second by Kelly.

Old Business: IRS update – Byron had spoken to PMCH. We still have fines outstanding, but the accountants have recommended waiting another few months for a response to an abatement letter sent on the Fair Board's behalf by PMCH.

Facility rental rates were reviewed and discussed. The Board decided to add the Cookshack & Needlecraft buildings to the schedule at \$50 per day. Any organization or individual who is not happy with the charges may petition the Board for a rate reduction. 4-H and FFA functions will need to have a contract through the Extension Office, Sandi will work with Jim and have Barry review a rough draft. Laci moved to approve, Frank seconded, motion carried.

The arena contract for the Johnson Count Cowgirls was discussed. Gary asked if we could add a clause stating that if the rodeo is to be cancelled, one o'clock pm will be the deadline. This is due to the fact that last year, cancellations were made but Gary was not notified.

Byron made a suggestion to the Board regarding the proposed new bathroom/shower house. Due to the outstanding fines with the IRS still owed, and the fact that preliminary bids are coming in high, he proposed searching for a shower unit from one of the defunct oilfield camps. It could be set up near the new restrooms, and the remaining money budgeted for restrooms in this year's budget could be used for paying the IRS fines, refurbishing the catch pens and bleachers. He will visit with Commissioner Novotny to see if this is allowable, and more discussion will follow.

New Business: Election of Officers for the coming year were as follows: Chairman Byron Gies, Vice Chair Frank Sickler, Secretary Kelly Camino, Treasurer Kevin Rodriguez, and Public Relations Laci Schiffer. Laci needs to be added to the bank accounts as an authorized signor and Jackie Benton deleted. Kelly moved to approve the Officers and banking changes. Frank seconded. Motion carried.

Checking Accounts were once again discussed. It would be very helpful to establish separate accounts for Royalty, Rodeo, and Livestock Sale. This will help to keep a more accurate accounting of income and expenditures for each department. Currently, everything is being funneled through the main checking account, with the exception of the Livestock Sale, which was ran through the 4-H Council.

A work day was scheduled for reworking the Exhibitor's Handbooks. It will be Tuesday, February 23 at 1pm. A notice will be published in the Bulletin.

Sandi told the Board that Deb Hepp had inquired if we would consider having a Pony Express race during the rodeo if entries could be found. She would handle getting sponsors. One angle the Board discussed was doing away with the 1/8 mile cow pony race. We could offer a cash prize, with the amount determined by the number of sponsors. More discussion will follow next month.

Fair Vendors were discussed. Sandi has visited with Jenny Wuerker about a face-painting booth, Re-Ride expressed interest in coming back again this year. Byron appointed Laci to be the head contact for lining up vendors.

Bid lists need to go out to stock contractors for the rodeo and team penning. Sandi will send letters to all of last year's contractors, Frank will get the name and mailing info for a contractor from Gillette. Rodeo judges' commitment letters will be sent out to Lee Martinez, Joe Smith and Marcy Cunningham.

We will use both arenas on Thursday night for the team roping slack and Friday night for the remaining slack. Hopefully this will speed things up and make it a more pleasant experience for the competitors and the arena help. We will contact Russ Green regarding announcing the team penning, and Rob Stafford to announce on Friday night slack.

Leo Sampson Security will be contacted to see if he will once again handle security in the exhibit halls.

Sandi will check with the breakfast sponsors from last year to see if they will once again be sponsoring free breakfasts during the week.

The next meeting will be March 10th.

January 14, 2016

Present was Board Member Kevin Rodriguez, Caretaker Gary Arno, Secretary Sandi Hoffman, Guests Commissioner Bill Novotny, Jackie Little, Annalee Redding, Heather Hampton, Barbara Ward & Kirby Camino.

No business could be conducted as there was not a quorum present. Topics presented to be discussed at a later meeting were presented:

Barbara Ward: Open class needlecraft & quilting suggestions & overall fair suggestions

Royalty Committee: Heather & Jackie inquired about storage in the Greet house for Royalty Supplies. Bill reported that they are still doing some construction in parts of the house. The Royalty Clinic is scheduled for April 9 & 10 at the fairgrounds. Annalee asked if it would be possible to set up a separate checking account for the Royalty, and to try & formulate a budget to help keep better track of expenses and income. Kevin advised that this is a topic which the Board will discuss & keep the Royalty Committee in the loop.

Kirby Camino: Sale Committee has drawn up preliminary structure and responsibilities. They would like to establish a permanent set-up location for the t.v. used at the auction.

Kirby also was the representative for the Johnson County Wool Growers regarding using the livestock barns on set dates for shearing small bands of sheep. They currently are going to use the facility this coming Saturday for a trial run, and hope to work with the Board to establish a fair rate to pay to use the set-up on a scheduled basis for one-day shearings if it goes well. Possibly the Wool Growers could incorporate 4-H & FFA members to make it an educational venture, explaining the differences in fleeces and how different things can have an effect on the wool. No decisions could be made as no quorum was present.

Bill asked Gary & Kevin if the beef barn had been left in a mess after the fair, and wondered if more needs to be done by the kids regarding cleaning up the shavings. He recommended that Gary visit with the new beef superintendent regarding this, also maybe visit with Jim Dawson.

Bill told us that we have \$1,000 in tourism grant funds that need to be expended in the near future, he will let Sandi know the time frame. Funds are to be used for a sign that is visible from the interstate. Sandi will get quotes from Imagine That and Re-Ride and get the ball rolling.

The next meeting will be held February 11, 2016.