

January 12, 2017

Board Members present: Byron Geis, Kevin Rodriguez, Frank Sickler & Laci Schiffer. Caretaker Gary Arno, Secretary Sandi Hoffman, guests in attendance: Jim Dawson, Mark Klasinski, Donna Nelson, Elizabeth Downaire, Kirby Camino, Paul Jarvis & Commissioner Bill Novotny.

Mark Klasinski approached the Board on behalf of the FFA Alumni Function scheduled for later this month. He inquired about the rental fees for the community building. In past years, the Board has donated the facility free of charge. The Board agreed unanimously after discussion to offer the building at a discounted rate. Laci moved for approval, Kevin seconded. Motion carried.

Donna Nelson & Elizabeth Downaire spoke of the Make It With Wool contest. This year, they would like to have the judging for the contest coincide with the fabric and fashion judging. The awards would then be announced during the Wool Grower's sheep lead, and the items could be displayed for the public to view during fair week, possibly in the home maker's booth of the exhibit hall. Laci moved to approve the proposed changes, Frank seconded. Motion carried.

Jim Dawson spoke regarding the current awards system involving the Fair Board, 4-H Council and YES committee. He stated that there is an issue with some of the parents and committees as to equal recognition. He has scheduled a meeting on January 25, 2017 with all 3 groups to discuss and form a plan for this year.

Kirby Camino approached the Board regarding hosting a carcass contest at this year's fair. It would be conducted via ultra-sounding of the animals during check-in/weigh-ins on Sunday, July 30th. Johnson County Wool Growers are backing the sheep division, Kirby is currently trying to get other superintendents and organizations to come up with a plan for the other species. This will be an open class contest, the cost will be \$7 per animal. Kirby is currently working with a specialist at UW and will keep the Board updated as the project progresses. The Board was unanimously in favor of moving forward with the carcass contest.

There was discussion on whether or not to send out 1099's for the 4-H Livestock sale. An email from Porter, Muirhead, Cornia & Howard Accounting firm was inconclusive. After discussion, Kevin moved to not send out the forms, unless the county attorney recommends otherwise. Frank seconded. Motion carried. Byron will contact Barry for the final decision and let Sandi know. 1099's must be postmarked by January 31st of this year.

Commissioner Novotny updated the Board on the status of the Department of Workforce Audit. He reported that currently, we are waiting on a decision from the Attorney General's office. He will keep us updated as more info becomes available. Commissioner Novotny also reminded the Board that 1% requests are due to the commissioner's office by Tuesday, Jan. 17th.

Paul Jarvis reported that the dates for the Big Horn Mountain Music Festival will be July 7th – July 9th. He asked to rent the entire grounds again this year for the event. A contract will be drawn up and sent for confirmation.

The project list was reviewed. Currently, we have only received one bid back for the lighting project in the pig barn.

Caretaker's Report: Gary reported that he has refinished the floors in the community building. He has started on the showing extension project, but the weather has kept him mostly working on indoor projects recently. He requested permission to purchase snow breaks to install on the roof of the community building to help keep the sidewalks open after snowstorms. Currently, snow falls off of the roof onto the sidewalks as it melts, creating icy areas; the snow break would help to prevent this. He also requested permission to order more black chairs, along with tables if possible, to keep the numbers of chairs and tables at a constant in the community building. The Board unanimously agreed to spend up to \$2,500 on the chairs and tables, and to go ahead and purchase the snow break.

Secretary's Report: Minutes from the December meeting were approved on a motion by Laci and a second by Frank. Payables, payroll, and vacation/sick/flex were approved on a motion by Frank and a second by Laci.

Sandi reported that the registration for ShoWorks training will be coming out next month. The training will be held in Cody the during first week of April. The Board agreed unanimously to send as many people for training as allowed. Sandi will begin making contacts.

January 19, 2017

A special meeting was held for rodeo planning on January 19, 2017. Present were Board Members Frank Sickler, Kelly Camino, Kevin Rodriguez, & Laci Schiffer, Caretaker Gary Arno, Secretary Sandi Hoffman, and guests BJ Ruby, Colette Fenster, Jennifer Rice & Sarah Myers.

~~BJ asked the Board to consider adding a new event to the rodeo this year. Old-Timer's Breakaway Roping would be open to any contestant, male or female, 60 years or older. The Board agreed that this would be a good event to add. Rules will be the same as the Breakaway rules.~~

Colette, Jennifer and Sarah voiced concerns over when the women's breakaway slack would be held. Last year, the order of events caused the breakaway to run late, as it was held after the barrels and poles, and in the second arena. After discussion, it was decided to hold all of the women's slack events on Friday night in the main arena. Friday night slack events will begin at 5pm with ladies breakaway, followed by single steer roping, then barrels and poles.

A suggestion from the guest's input was to possibly run the Breakaway short-go and the Open Barrels on Saturday, and the Open Poles on Sunday. Colette asked if the barrels and poles will be ran during the show from fastest to slowest. It could depend on the discretion of the judge.

Merchant's Ribbon Roping was discussed. It was decided to put this event on hold for a while, since no actual merchants compete. The Merchant's Ribbon Roping will be replaced by Wild Cow Milking on Saturday, limited to 8 teams of 3 people each, and a Cowboy Scramble will be held on Sunday. The Cowboy Scramble will be limited to 6 teams of 3 members.

Team Penning was discussed. Wording on the rules for the mixed penning will be changed to read *one child 13 years of age or younger. Kelly moved to approve. Kevin seconded. Motion carried. Fees for the team penning will be increased as follows: Open Penning will be \$90 per team, Mixed will be \$75 per team.

February 9, 2017

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

Guests present: Gary Bessler, Dave Hall, Dave Cates, & Peter John Camino.

Gary Bessler will be hosting a 4-H lamb sale on Sunday, April 9th. He would like to hold it at the fairgrounds in the sheep barn. Peter John Camino spoke on behalf of the Johnson County Wool Growers. They are once again holding a shearing day for small flock owners on February 12, and would like to use the fairgrounds as a central location. Kevin moved to rent the sheep barn for the sale and the shearing day for the amount of \$75 to each organization. Laci seconded. Motion carried.

JCFR rodeo - Dave Hall and Dave Cates provided input on the rodeo from the announcer's viewpoint, with suggestions on keeping the show moving quickly and holding the crowd's attention. One suggestion was to have the parade of champions at some time other than before the Sunday Rodeo performance, either having the champions recognized prior to the livestock sale at the showing, or possibly having them ride a float in the parade on Saturday morning. Empty Saddles Ceremony – If there are more than 10 honorees, half will be recognized at the Saturday Performance, and the remainder will be recognized on Sunday. The entire list will be provided with the rodeo program both days, so people will still be able to see the bios on all of the honorees. Honored guests and the Gerald Fink Award recipients could be recognized at the end of the Grand Entry. Dave mentioned that last year, the parade results were not provided by the chamber to announce during the rodeo, we will be sure to ask the chamber to get us the results in a more timelier manner this year. The Royalty Ceremony could be condensed, currently that seems to take a lot of time and slows down the start of the rodeo. Both Dave's felt that the addition of Wild Cow Milking and the Cowboy Scramble to replace the Merchant's Ribbon Roping is a good idea. Wild Cow Milking will be held on Saturday, and will be limited to eight (8) 3-member teams. The Cowboy Scramble will be Sunday, and will be limited to six (6) 3-member teams. Both events will be a 'winner takes all' format, with the purse collected paid out to the winning team each day. Dave Hall asked if the Hide Race would be in this year's performance, as the crowd seems to really like it. The Board explained that they had trouble getting enough entries, so had discontinued the Hide Race for a time. The horse races appear to be a hit with the spectators, we will look at ways to get the racers better organized to have a parade of racers in front of the stands right before the race takes place. One change to this year's 1/8 mile race: It will once again be a true "Cow Pony" Race, the horses entered in this race must be entered in at least one of the other rodeo events in order to qualify.

Gary gave the Caretaker's Report. He is working on removing the showing fence, once that is done the dirt work can begin. The snow break has been installed on the roof of the community building, and he plans to begin tearing out the catch pens as soon as the weather allows.

Secretary's Report: Minutes of the January meetings were approved on a motion by Laci & a second by Kelly, motion carried. Payables, Payroll, and Vacation/Sick/Flex were approved on a motion by Kevin & a second by Laci.

The project list was reviewed - Modern Electric has submitted the winning bid for lighting in the pig barn. Kelly moved to accept and move ahead with replacing the lights and using Modern Electric. Kevin seconded. Motion carried. Gary will do a walk through to check on underground wiring and contact

Modern Electric to get started. Kelly moved to spend \$1,200 on panels for the swine lead in alley way to the showing. Kevin seconded. Sandi presented bids for the Thank You sign from Imagine That, Re-Ride, and Rocking K Forge. Kevin moved to accept Rocking K Forge's Bid. Kelly seconded. Motion carried. Sandi will contact Keith to begin work on the sign, the goal is to have it ready to hang on the Needlecraft Building before the busy summer season begins. Kevin is working on finding scale prices to replace the old livestock scale.

Indian Relays update: The Board is waiting on advisement from Commissioner Novotny and County Attorney Barry Crago before sending out a final revised contract.

New Business: Honored Guests and Gerald Fink Award winners for the 2017 rodeo were discussed. Kevin moved to approve the 2017 Honored Guests and the Gerald Fink Award winner 2017. Laci seconded. Motion carried. Stock Contractors and rodeo judges were discussed, Sandi will send out bid & commitment letters to get contracts in place.

Election of Officers for 2017 was held. Kevin moved to approve the officers as follows: Chairman Kelly Camino, Vice Chairman Frank Sickler, Treasurer Kevin Rodriguez, Secretary Laci Schiffer, and Public Relations, Byron Geis. Laci seconded the motion, motion carried.

With no further business to discuss, the meeting was adjourned.

Fair Board

March 9, 2017

Board Members Present: Kelly Camino, Frank Sickler, Kevin Rodriguez, Laci Schiffer and Byron Geis, Caretaker Gary Arno, Secretary Sandi Hoffman. Guests present: Jim Dawson, Bill Novotny, Desiria Light, David Love.

Jim Dawson handed out samples of the mandatory 4-H meeting packets for review and asked if the Board had any additional information that needed to be included. The first mandatory meeting will be March 19th at Buffalo High School. After reviewing the information, the Board asked to include the rule page from the fair exhibitor's book, along with a notice of camping fees for 2017, as the fees have increased for fair week. Rules & Policies specifically to note: **Rule #5. Livestock will be required to remain on the fairgrounds facility following weigh-ins and/or carcass contest ultrasounds; Fair Policy regarding Golf Carts – to be operated by licensed drivers only; ATV's & Side x Sides must be licensed for public roads and operated by licensed drivers only; and NO bicycles allowed during Johnson County Fair or Equine Events.**

The Parade of Champions was discussed, as it seems that having it prior to the start of the rodeo is a hectic time frame, as well as the fact that the crowd in the grandstands is not engaged in watching. Possibly moving the parade of champions to a different time and location was discussed. Jim will get back to the Board after the next 4-H Council meeting to discuss it further.

Desiria Light updated the Board on the Rodeo Royalty. The annual royalty clinic will be held March 25th in the community building. Miss Rodeo Wyoming 2016 will be the main speaker. The Board discussed the Royalty Coronation Ceremony. In the past, it has been held on Sunday preceding the rodeo performance. Discussion followed as to when and how long should be dedicated to the royalty portion of the rodeo. The crowning of new royalty will take place on Sunday, time slots will be decided after more discussion with the royalty committee at their next meeting.

David Love discussed the possibilities of having a bull riding event to kick off JCFR week. The price for an approximately 2 ½ hour event would run \$3,750. Discussion followed, more will be decided as to whether or not to proceed at the April meeting.

Caretaker's Report: Gary reported that he has the fence removed at the showring location, Road and Bridge will begin leveling next week. He has been working on tearing out the existing catch pens at the north end of the Main Arena. Gary said that he will be able to modify and use the existing gates for the most part in the re-vamp. Pipe is on order and will be picked up. He asked permission to purchase a cutting torch for the shop. Kevin moved to approve the purchase in the amount of \$625. Frank seconded. Motion carried. Chip sealing the parking lots was discussed. Gary will contact Les Hook to get a pricing estimate and get back to the Board. Replacing the toilets in the shower trailer and installing a handicapped access toilet in the community building was discussed. Commissioner Novotny said that there is an individual who has offered to pay for the handicapped installation in the community building.

Secretary's Report: Minutes of the February meeting, payables, and vacation/sick/flex time was reviewed. Byron moved to approve as presented, Frank seconded, motion carried.

The LGLP policy was reviewed for the coming year. Byron moved to keep the deductible at \$2,000. Laci seconded, motion carried. The audit by Wyoming Workforces was reviewed. Commissioner Novotny, Barry Crago and Sandi met last week with the audit force to hear of the findings. After the presentation, Barry recommended that the Board pay the fine and move forward. Kevin moved to pay the fine in the amount of \$192.95. Frank seconded, motion carried.

Sandi reported that Chanda Rule is moving forward with recruiting members to the Jr. Fair Board and will keep us updated.

Kelly had spoken with Calvin regarding the Indian Relays. There will be no races this year in Buffalo.

Sandi has found online that grants are available through Rocky Mountain Power to civic and community projects. After discussion, it was decided that the Fair Board should apply for funds to develop more camping areas, as we currently do not have adequate space for camping during fair week and with large events hosted at the Fairgrounds.

Frank talked about the 'Mini Buckers', which is a company out of Billings who supplies mini-bulls and mini-broncs for kids rough stock competitions. Sandi will contact them for more information.

Fair and Rodeo planning was discussed. ANB Bank has offered to pay the carcass ultrasound fees for 2 animals per exhibitor for 4-H and FFA exhibitors wanting to enter animals in the carcass contest. Vendor fees for JCFR week were discussed. Laci moved to charge \$100 for food vendors and \$50 for merchandise vendors. Discussion followed, Byron moved to amend the fees to \$75 for food vendors and \$50 for merchandise. Frank seconded. Motion carried.

Music for Sunday afternoon following the rodeo was discussed. Sandi will contact Mike Curuchet, if he has no interest, we will try Mike Thomas.

Awards for the rodeo were discussed. Byron moved to have breast collars for all around once again. Kevin seconded. Motion carried. Sandi reported that the buckles are finished, and will be shipped next week.

Open Class Exhibits will go to pre-entries this year, in hopes of making check-ins on Sunday run smoother. We will start getting the word out regarding entries as soon as the exhibitor's book is up to date and available on the web site.

Kevin suggested that swine exhibits need a 1x8 for the pen fronts to help keep shavings contained and out of the alley ways. Possibly one of the Lumber yards would donate the lumber for this project.

Dave Belus has confirmed that he will furnish cows for the wild cow milking, we still have not had a solid commitment on sheep for mutton busting. Kevin will check with Chris Rodriguez.

Kevin has located a scale. The cost is \$4,000, with shipping fees of \$650. Frank moved to approve the purchase, Byron seconded. Motion carried.

No further business to discuss, meeting adjourned.

April 13, 2017

Board Members Present: Kelly Camino, Frank Sickler, Kevin Rodriguez, Laci Schiffer, Byron Geis, Care Taker Gary Arno, Secretary Sandi Hoffman. Guests: Bill Novotny, Desiria Light, Heather Hampton, David Love.

David Love spoke about the proposed Bull Riding event discussed at the March meeting to be held July 29, 2017. The Board voted unanimously to offer to rent the arena to L-Lazy 3 Bulls for the event for \$275.00. Dave asked if we could help out by lining up the concessions. He would provide everything else needed for the event; stock, bullfighters, etc. Admission will be \$10 at the gate. Sandi will contact Cowboy Saloon regarding beer sales. Commissioner Novotny recommended having the County Attorney review the liability waiver for the Fair Board for this event. Sandi will send it to Barry for review next week.

Desiria Light and Heather Hampton spoke on behalf of the Rodeo Royalty. Micheala Rodriguez has resigned from her position as Jr. Queen. The Royalty Committee has met and discussed this with Michaela. She will keep the awards presented at the coronation, but relinquish her scholarship. The Royalty Clinic was held last weekend and went well.

Caretakers Report: Gary is continuing to work on spring projects. He has most of the fabrication finished, and is waiting for the weather to break to begin getting the catch pens back together. He reported that he is going to need help when it comes time to begin putting up the panels.

Secretary's Report: Minutes of the March meeting were approved on a motion by Frank and a second by Laci. Payables, payroll, sick and vacation time were approved on a motion by Byron and a 2nd by Kevin.

Sandi reported on the Showworks conference, along with an email from Kassie Bales. The Board sent 5 trainees to Cody, everyone who attended felt that the training was well worth the time and will make fair week much more manageable and pleasant using the software program to it's full capacity. Sandi requested that the Board set a deadline of July 19th for 4-H entries to be entered into Showworks. This will allow time to build the division sheets for each department and have them ready to go at judging time. Frank moved to approve a deadline of July 19th. Byron seconded. Motion carried.

Accounting policies were discussed and approved. Kevin will distribute the guidelines to the Livestock Committee and the Royalty Committee.

The Rec Board Grant application was discussed. It was decided to apply for funding for sod and a sprinkler system for the showring, the Fair Board will supply the fencing, labor to lay the sod and install the fence, along with bringing the water line to the ring. Byron moved to approve, Frank seconded.

The panels for the sheep barn have been delivered, Gary mentioned that there could still be some minor improvements on the construction to make a sturdier pen.

Chanda Rule has contacted Sandi regarding the Jr. Fair Board. She has enough applicants to proceed, and needs a couple of Fair Board members to sit in on the interview process. Kelly and Laci volunteered to help out, Chanda will let them know the date for the interviews.

Stock contractor bids for JCFR were reviewed, winners for the 2017 JCFR will be Forbes Rodeo Productions for rough stock, Larry Steele for team roping stock, Marcy Cunningham for goats, Tom Berry for tripping stock, and Kurt Kinghorn for calf roping stock, pending enough calves can be provided for the open calf roping.

Discussion followed regarding hiring Steeles to run the rodeo slack and help out with secretarial duties on Saturday and Sunday. Byron moved to ask if Steele's would accept \$4,500. Kevin seconded. Motion carried, Kelly will visit with Larry & Deanna tomorrow.

Possible entertainment features for JCFR were discussed. Kevin suggested contacting Ryan Bulkley to see if he could provide specialty acts or programs. Sandi will follow up and report back to the Board.

Sandi updated the Board on finding music for Sunday afternoon after the rodeo. We are still waiting on a return call from one of the parties contacted.

Gary & Sandi presented the Board with a request to hold an Old Timer's Rodeo in August. The Board reviewed the proposal, and agreed unanimously to offer to rent the facility if the Producers wanted the date.

Commissioner Novotny spoke of the lodging tax issue and provided copies of correspondence from the Department of Revenue. He stated at this time, someone from the Buffalo Chamber of Commerce has turned the Fairgrounds in for not collecting the lodging tax. Currently, groups rent out the fairgrounds as a venue facility for hosting events, not as a campground. As the Fairgrounds is not a public camp ground, and this is stated on the website, Bill is consulting with the county attorney on the issue. He will keep the Fair Board in the loop on the determinations.

Commissioner Novotny touched on the possibility of establishing a community garden and a demonstration plot of Lake DeSmet Conservation District near the extension office, plans are still in the beginning stages for these projects, he will pass on updates and information as it becomes available.

Commissioner Novotny touched briefly on the budget planning for the coming fiscal year. He recommended that the be reviewed closely and reductions made throughout the submitted proposal.

A Budget meeting was scheduled for April 24th at 6pm. Sandi will contact the Bulletin to run a notice.

No further business to discuss, meeting adjourned.

May 11, 2017

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

Guests present: Ashlea Bassett, Charlie McCart, Dan Myers.

Ashlea Bassett asked on behalf of Sheridan College in Johnson County for a reduced rate on facilities rental for the annual Rope For Knowledge event. This year, the event will begin on Friday evening with arena activities, then Saturday will hold a breakfast in the Community Building and more arena events. After discussion, Laci moved to approve a rate reduction, Kevin seconded. Motion carried.

Charlie McCart requested permission to lease a pen for 10 roping steers and use the 2nd arena for roping practice. He wants to board the steers at the fairgrounds until his livestock lease is up in 6 months. After discussion, the Board declined the request.

Dan Myers spoke on behalf of Myers Construction, bid winner of the 1% project. He feels that trying to begin renovations in the middle of the busy season is not a good idea, as once the projects are began, unforeseen circumstances may delay the completion, also, he is booked solid for the summer. He agreed to assess the area of greatest concern and shore up any major problems to get through the summer season, and work will begin in the fall after the major events are finished.

Commissioner Novotny reported that he is in contact with the State Department of Revenue and the Board of Equalization regarding the lodging tax issue. Barry Crago is working with him, he will keep the Fair Board updated as the issue progresses.

Caretaker's Report: The sod for the showing is in the works, we have visited with Sheryl at Green Carpet Sod. The ground needs to dry quite a bit before she can harvest the sod. The new scale needs to be installed before the sheep & pig weigh-ins on the 20th, Gary will have it ready. It will need to be certified before the fair. Gary is working on the catch pen project, he is to the point where soon he is going to need help with putting the panels up & welding them in place. High School Rodeo prep is coming, Miles will help get the barrier ropes in order for this.

Secretary's Report: Minutes from the April meeting, payroll, financials, and vacation/sick/flex were approved on a motion by Kevin & second by Laci. Sandi reported on the status of the delinquent boarder. Barry is working on the eviction notice, and papers will be served soon. Sandi asked if we could get a Square Reader in order to have the ability to accept credit cards. One potential sponsor would have signed on, but backed out as we don't accept credit card payments. After discussion, Kevin moved to get set up to accept card payments and pass on the fee charged by the processing company as a convenience fee. Laci seconded. Sandi will order the card reader. The wifi installation is in progress, and should be complete by early next month.

Laci & Kelly reported that they had helped Chanda Rule with interviews for Jr. Fair Board. There were 7 applicants, all were accepted. The plan is for them to be available to help out as needed during fair week. Chanda will bring the Jr. Board to next months' meeting to introduce them.

Rodeo entry forms vendor forms and the fair schedule were reviewed. Needed changes will be made, then Sandi will contact Tim Miner at Vestor Logic to get everything set up on the website. Rodeo

supplies for JCFR will be inventoried, then we will get a box for the track supplies, possibly we can create a storage cupboard of some kind near the timer's box.

We still need to find music for Sunday after the rodeo. Sandi will work on this. The Specialty horse act with Ryan Bulkley was discussed, after visiting with Ryan, he felt that coming up with a stand-alone entertainment event could be possible, but the time frame to put it together is short for this year.

No further business to discuss, the meeting was adjourned.

June 8, 2017

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

Guests present: Danny Wagner, Chanda Rule, Brook Sanborn, Lexi Rule, Kaya Pehringer, and Avery DeVore, Desiria Light, Barry Crago & Commissioner Bill Novotny.

Barry updated the Board on the lodging tax issue. He reported that he is working on a solution with the Attorney General and will keep the Board informed as information becomes available.

Danny Wagner of High Mountain Mercantile requested permission to have a vendor's booth during JCFR. He will be offering western clothing, hats & boots.

Chanda Rule introduced the members of the Jr. Fair Board. They will be lending a hand to various duties during fair week.

Desiria Light discussed the schedule for the Royalty Coronation and activities. This year, the Coronation of the new royalty will take place during the Saturday rodeo performance. The remaining awards will be awarded at the beginning of the buckle ceremony. Also discussed at this time was the Parade of Champions. The Board discussed holding the royalty coronation during the Saturday Performance and the Parade of Champions to the Sunday Performance. Byron moved to approve. Laci seconded. Motion carried.

Caretaker's Report: The sod is down in the showing. Work has begun assembling the playground equipment, and it should be finished hopefully by next weekend. Gary has spoken with Modern Electric, and they are planning on starting the pig barn electric project soon. New replacement parts are ordered for the Kaiser. Gary brought up the subject of the Wednesday Night Rodeos. The first rodeo was last night, June 7th. Forbes had planned to have Indian Relay Races, but hadn't notified anyone. Gary found out from the brand inspector/pick-up man at 9 am Wednesday morning. Due to the fact that nothing is scheduled for the backside of the track, it has not been worked up. The whole crew spent the entire day prepping the track. The Indians notified John at 3pm that they were cancelling, but John failed to notify Gary or Sandi. After discussion, the Board agreed that if the Relays are scheduled for a Wednesday night, we need to be notified by noon on the preceding Monday to allow time to get the track ready, and an additional fee will need to be collected to cover the time and expense. The Board will visit with John and Bill next Wednesday to discuss this. The Show Ring and Catch Pens are nearly complete, and will need paint before the Big Horn Festival. Gary has spoken with an employee at Bloedorns, possibly the paint will be donated. Discussion followed regarding finding a group to paint the fences. The BHS Parliamentary Procedures Team is looking for funding to help with expenses on a trip. Byron moved to pay up to \$800 if the kids are willing to paint all of the panels for the show ring, catch pens and the track gates. Laci seconded, motion carried. Laci will contact the team leaders to see if they would be interested.

Secretary's Report: Minutes from the May meeting were approved, along with payables, payroll and vacation/sick/flex time on a motion by Byron and second by Laci. Purchasing a combination lock similar to the community building for the office door was discussed. This would let board members access the office without having to keep track of a key. Byron moved to purchase a combo lock, Kevin seconded. The combo will not be made available to any other party. Accounts receivable were discussed. Sandi

requested permission to write off the bad boarder debt from Bev Nichols in the amount of \$730, and to submit a delinquent billing for Ryan Witty to the credit bureau. Byron moved to write off the boarding debt, as the boarder has been evicted, and to send a letter to Ryan and Tawny Witty stating that the outstanding balance would be sent for collection if not paid by July 1st. Kevin seconded, motion carried.

Kurt Kinghorn has booked the grounds for a Sr. Rodeo in August during the week of the 21st, he will get back to Sandi with specific dates.

Fair and Rodeo planning – Bobby Welsh is planning on hosting a bull riding for July 29th. We will give him the same rate as the bull riding last year for arena rental. Sandi is still looking for a commitment for the band on Sunday, Jody Cheser is interested and will have a definite answer sometime next week.

Kevin reported that pen set-up will be July 20th. The Livestock Committee needs to be billed \$1,000 for a portion of the FFA building the panels.

Camping assignments for JCFR week were discussed. It was unanimously agreed to leave the camping protocol as is for this year – if you had a camping spot last year, you will have first rights to reserve the same spot again this year.

The speakers in the sale barn were discussed. There were issues last year with the crowds being able to hear. Laci moved to purchase new speakers if needed. Kevin seconded.

Rules were set for the Cowboy Scramble and Wild Cow Milking events for JCFR.

The Cowboy Scramble will run 2 teams at the same time. There will be a 3-minute time limit. There will be 4 calves and 2 steers released in the arena. The event will start with each team mounted behind the judge's line. Upon the signal, each team will rope, brand and doctor 2 calves, and one steer. The calves may be roped catch as catch can, then must be branded and doctored with a chalk mark to the face. The rope must be removed before the calf is marked with the chalk. The steer must be headed & heeled with one of the 3 legal head catches, tied by 3 legs, both ropes must be removed and steer will remain tied for 6 seconds after calling for time.

Wild cow milking – Teams will be composed of 3 members who are not mounted. Cows will be haltered in the bucking chutes prior to the start of the event. Each team will be assigned to a bucking chute. Each team must milk their own cow. Bottles will be provided to each team. Teams in possession of any milk prior to the start of event will be disqualified. The cow must be standing while being milked. Milker may pass the bottle to the mugger to run to the judge. Runner must hand the bottle to the judge. There must be enough milk in the bottle to pour – no milk will result in dq. Fastest team with milk wins. No unnecessary abuse to the cattle will be tolerated. Judges and arena directors decisions are final. Sandi will order colored arm bands to differentiate the teams to judges and audience.

The July meeting will be rescheduled due to rodeo entries, Sandi will notify the Bulletin that the July meeting will be Monday, July 17th in order to review rodeo entries.

July 17, 2017

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

Guests present: Jason & Candess Watts, Blaine Horn, Jim Dawson, Donna Nelson, Dave Cates & Dave Hall.

Discussion as to whether or not the Extension Office would be housed in the community building during fair week: The Board questioned whether or not it would be necessary for Donna to move her office to the community building back kitchen. Donna presented a list of the duties she performs during the week. More discussion followed as to whether it is necessary to move the office location for one week, as the main office is now on fairgrounds property. The Board would like to see the Sale Committee have the back kitchen/office area during fair week, while Donna would remain in her permanent office. The extension office will need an additional wifi relay installed to enable the showworks files to be shared. Byron moved to have the wifi installed, Donna will remain in her permanent office during fair week with the stipulation that the Fair Board will furnish a side x side for transportation to and from events on the grounds. Laci seconded, motion carried.

Jim Dawson spoke on behalf of the 4-H Council pertaining to the Buffalo Bulletin flyer which publishes fair results and thank-yous to the sale buyers. Every year, the publication does not reach circulation until October. The fees that the exhibitors are charged are exorbitant, and the public has generally forgotten about the fair after 2 months have passed since the event. The 4-H Council is exploring other options on possibly publishing an insert for the Country Bounty that would be mailed out sooner at a lesser cost to all involved. More updates will be provided later.

Jason Watts updated the Board on added purse money that he has obtained for the rodeo. He has visited with various businesses and individuals who have contributed additional added money to the purses for JCFR. The businesses have specified which event they contributed to, in return, a special recognition section will be added to the rodeo program.

Dave Hall and Dave Cates visited with the Board regarding the rodeo for JCFR 2017. They discussed the order of annual events such as the presentation of the Gerald Fink award, Royalty Ceremony and Parade of Champions. All agreed that the Royalty Coronation Ceremony would be shortened as did Desira Light of the Royalty Committee in a previous discussion. The Coronation will be the only award given during the rodeo on Saturday, the other awards will be acknowledged during the buckle ceremony after the rodeo on Sunday. The Parade of Champions will take place on Sunday during the seventh inning stretch. The Buckle and Purse donors for the rodeo events will be listed on the rodeo programs. The Horse Race Calcutta will be held on Sunday before the bull riding.

The Secretary's Report was reviewed. Minutes, payroll & payables were approved on a motion by Kevin & second by Laci.

Caretaker's Report: Gary is hoping to get the top rail of the catch pens up next week, along with the stripping chute. The water is on in Snyder Ditch, Gary is now hauling water from the creek. Since the 2nd pump has been added to the load out, the fill time for the water truck is good. New truck tires were purchased for the water truck. The shower trailer needs some work, possibly adding an angle to the toilet flange will help with the odor problem. Gary stated that if work on the shower trailer is to happen,

it will be post-JCFR in case it becomes a major project involving more time to complete than planned for initially.

Kevin reported that pen set-up is scheduled for later this week.

~~Rodeo entries were reviewed and the stock contractors are being contacted. Byron will be the Arena Director, Frank will be Rough Stock Director, and Kevin will be the Track Director. Bob Arndt will be contacted to help with the track events which involve livestock.~~

Byron presented a request from Brad Neville to hold a goat roping on Friday Night after slack. After discussion, the Board agreed that it would be another entertainment feature. Byron moved to approve the goat roping, Laci seconded.

The Board will meet at 7am in the office every morning during fair week with the livestock superintendents to discuss the day's events and address any problems that have arisen.

With no further business to discuss, the meeting was adjourned.

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

Guests present: Jim Dawson, Commissioner Bill Novotny

Gary presented the Caretakers' Report. He has been winterizing the grounds and equipment. Bids are in the works for the Portico project with A&B and Morton Builders, he will check with Bridger in Billings also. For the proposed portico on the infield, Gary has visited with Clark Chesbro to see if the BHS vocational class needs a construction project. Gary also mentioned the possibility of having the FFA construct a new sign for the front gate. He has visited with Jake Evans, Jake thinks that the sign can be created at a fairly economical price.

Gary questioned whether or not we will be keeping the shower/restroom trailer or disposing of it. It currently has several issues, plumbing, ventilation, etc. If keeping it, he can move it into the shop to work on re-plumbing this winter. Laci moved to try and repair it. Kevin seconded.

Kevin moved to approve \$500 for the construction of a new front gate sign by the FFA. Laci seconded, motion carried.

The Secretary's Report was reviewed. Kevin moved to approve the minutes, pay roll, receivables and vacation/sick/flex. Byron seconded. Motion carried.

Office Hours were discussed. Byron moved to have hours of 7-4 during the summer months and 8-4 through the slack winter months. Laci seconded. Motion carried.

Gary & Sandi reported on the WAF conference held last week in Gillette.

New ideas brought to the table for JCFR 2018 –

- Come up with a camping policy – when can campers be brought in, when electricity will be unlocked, how to determine who gets what spot.
- Livestock Biohazard Policy for check-in procedures – will confer with Livestock Committee.
- Change the time of the Jr. Livestock Sale to 6pm – Byron moved to approve and Kevin seconded upon the approval of the sale committee.
- Revamp the little office in the pig barn to be used by the sale committee during fair week.
- Calcium chloride the barns to aid in dust suppression.
- Check into installing retractable sun shades for the west side of the beef barn
- Coordinate with the Livestock Committee on working on panels for holding pens.
- Paint panels in the pig barn white.
- Replace lights in the Sheep Barn – get bids
- Box seats in grandstand – possibly label the boxes with boxholder names for an extra fee?
- Roughstock events – We paid for buck-outs that never occurred from contestants who did not show up or pay any fees. The contestants were entered over the phone by the contractor. Sandi will make some calls to see what the protocol is.
- Rodeo events – possibly add a Century Roping and add the Hide Race back by popular request
- Entertainment – Check on the cost of on-grounds entertainment, Sandi & Gary visited with a vendor during WAF with various forms of games. Sandi will request more information. Laci reported that she will try to contact Jason Dent aka Whistle Nut about fulfilling his contract.

Projects for 1% & Rec Board – Installing a Portico on the South end of the Community Building to cover the concrete patio and replacing the fence on the track. Gary will start taking bids.

No further business to discuss, meeting adjourned.

November 9, 2017

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

Guests present: Jackie Benton, Tiffany Rives, Taylor Rives, Gary Bessler, Chanda Rule, and Commissioner Bill Novotny.

Jackie, Tiffany, Taylor and Gary Bessler asked the Board what the general plan is going to be regarding health inspections on animals entering the Fairgrounds. Last season, show lamb fungus, which was contracted at progress shows, had become a major issue in determining whether or not lambs were infectious coming into county fair. They asked if show lamb fungus should be classified as a bio-hazard, as the term biohazard creates a state of panic to anyone uninformed. The concerned parties presented information on the fungus, stating that it is simply that, a fungus, or ringworm, which does not affect fertility or pose as a mortal disease. The group also pointed out that sheep were the only species that were checked at weigh-ins, and ringworm had been observed in the supreme heifers, along with the roping calves used for the JCFR rodeo. After discussion as to how to handle the situation going forward, Byron will have Barry Crago review and make any changes to the present rules & add a disclaimer if needed regarding animal health in the Fair Book.

Chanda Rule visited with the Board regarding the Jr. Fair Board. She is willing to keep the Jr. Board running, and asked if more duties during fair week could be assigned to the kids. Possible duties could include assigning a helper to each of the livestock superintendents, have them judge the herdsmanship, clerk the shows, announce and hand out ribbons. The Board agreed that this is a great opportunity for kids wanting to participate, and will begin compiling a list of possible tasks.

Gary gave the Caretakers' report. He has received bids for track fencing from Powder River Fencing and Grid Iron fencing. Grid Iron bid came in lowest. The shower trailer can be moved to the shop for renovations, he will check on getting the needed plumbing parts and find the best price. He has visited with one electrician regarding the lights in the sheep barn, and is waiting on another call back. Gary has visited with builders regarding bids for the Portico on the South end of the Community Building and is waiting for replies. After discussion, the board decided to get the bids, then apply for 1% funding with the total cost of the projects on a motion by Byron and second by Frank.

Gary reported that Dan Myers has said that when he is unable to continue with concrete work, he will begin on the grandstand renovations of the north and south ends.

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

Fair & Rodeo 2018 was discussed. Laci reported that Whistle Nut has not returned any emails as of yet. The Inflatable Fun Zone has sent pricing on a 2-day package, it would be \$1,500 per day plus motels for them to come. Sandi will contact them on Monday to see if they are still available. Byron moved to approve, Kevin seconded. Motion carried.

Laci presented information on ribbons and banners for JCFR 2018. After review and discussion, Kevin moved to purchase banners for the Grand and Reserve livestock winners. Frank seconded. Motion carried.

Buckles for the rodeo were reviewed and a choice was made. Andy Stevens will be contacted to make the all-around awards once again. This was approved on a motion by Laci & a 2nd by Kevin.

Music for Sunday afternoon after the rodeo was discussed. It was decided on a motion by Byron and second by Laci to see if Jody Cheser would be willing to provide the music again.

The project list was reviewed and will be updated monthly.

The Commissioners' Office would like for the Board to present a year-end review during the December 5th meeting. The Board wants the 10am time slot, Sandi will see if it is still available.

Frank spoke on behalf of the Buffalo High School Rodeo club. They are moving to having the High School Rodeo be a 2-day event every other year, with this year holding the rodeo on May 27 & 28, which would be Saturday & Sunday. He asked if the Board would consider the same contract arrangement as in the past, with the rodeo club collecting for stalls & electricity and splitting the proceeds. Byron moved to accept, Laci seconded.

The Christmas Party was scheduled for December 8th, which is a Friday. The meeting will begin at 6, with the party to follow at 7.

Sandi gave notice to the Board that she has accepted another position and will be leaving at the end of the month.

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.