



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

ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
FEBRUARY 13, 2023

REGULAR MEETING: 6:30pm

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

CONSENT AGENDA

1. Minutes of the Regular Meeting
Action: that the Board **approves** the minutes of the January 2023 Regular Meeting
2. Minutes of the Special Meeting
Action: that the Board **approves** the minutes of the January 30, 2023 Special Meeting.
3. Treasurer's Report for January/February 2023.
Action: that the Board **approves** the treasurer's report.
4. Approve Vouchers for January/February 2023.
5. Minutes of the Sale Committee
Action: that the Board **approves** the sale committee minutes.
6. Minutes of the Judges Committee
Action: that the Board **approves** the Judges Committee minutes.
7. Acknowledge receipt of correspondence.

OLD BUSINESS

NEW BUSINESS

1. **Welcome** Nolan as the new Board member with a term expiration of 2028.
2. **Discuss and Take Action if needed** on Rabbit Show judge travel.
3. **Discuss and Take Action if needed** on non-vaccinated rabbits showing in breed show.
4. **Approve** the addition of the Smoker competition, tractor pull contest and over the hill showmanship to the 2023 ACF Schedule.
5. **Discuss and Set** price for renting the Activities Center parking lot for a car show.
6. **Approve** opening a position on the Junior Livestock Sale Committee.
7. **Approve** hiring Eli Mosley to sing at the Smoker Competition on Friday night of County Fair according to the presented contract.
8. **Discuss and Take Action** on Applications for Superintendents to continue rotation of terms.
9. **Discuss and Take Action** on Updated Fire Occupancy Levels and **Direct** Taylor to purchase new signage to reflect the updated numbers.
10. **Discuss and Take Action if needed** on adding initialed portions on contract with updated occupancy levels.
11. **Discuss and Take Action if needed** on Sportsman's Raffle Event
12. **Discuss, Nominate and Vote** on President, Vice President and Treasurer/Secretary for 2023 and obtain Bond for Treasurer.
13. Executive Session pursuant to W.S. §16-4-405(a)(ii)
Return to Regular Session, Action, if needed, regarding Executive Session.

ADJOURN



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

**ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JANUARY 9, 2023**

REGULAR MEETING: 6:30pm

1. Call to order & roll call
All are present. Waiting for the new Fair Board member to be appointed.
2. Public Comment (Limited to 3 minutes per speaker)
None
3. Consideration of Changes to Agenda
None
4. Approval of Consent Agenda
Brian moved to approve the consent agenda. Scott seconded. Motion carries.

CONSENT AGENDA

1. Minutes of the Regular Meeting
Action: that the Board **approves** the minutes of the December 2022 Regular Meeting
2. Treasurer's Report for December/January 2023.
Action: that the Board **approves** the treasurer's report.
3. Approve Vouchers for December/January 2023.
4. Minutes of the Sale Committee
Action: that the Board **approves** the sale committee minutes.
5. Acknowledge receipt of correspondence.
 - a. Courtney Conkle - Regulation Document Comments

OLD BUSINESS

NEW BUSINESS

1. **Discuss and Take Action** on LCCC CDL Course.
After the last meeting, Billy and Jen were contacted about lowering the total due per month. The morning of the January meeting Billy was contacted that the original amount was acceptable. They would prefer a reduced rate of \$200 for the months that were not heavily used.
Katie moved to have LCCC pay \$200 for 2-3 months within a 12 month period and can be chosen for reduced rate months. Brian seconded.
Jen has a lease prepared and is ready to have changes reflected for execution.
Motion carries.
2. **Approve** County Holidays with New Year exceptions.
Taylor explained the New Year's exceptions that are requested. Katie moves to approve the county holidays with the addition of New Years holiday for a full day. Scott seconded the motion. Motion carries.
3. **Adopt** closure if county offices close.
This would be in conjunction with a weather event or unplanned closure. Katie moves, Brian seconded. Motion carries.
4. **Approve** submission of Recreation Grant.

Taylor gave the history of the rec grant and the items that we are prepared to request. Katie moves to approve the application as submitted. Brian seconded the motion. Motion carries.

5. **Approve** photography bid for 2023 county fair photography services.

This bid is to approve the same photographer for the 2023 fair.

Heather, as a representative of the Sale Committee, commented that Trisha was very easy to work with.

Katie moves to approve Trisha Coker Photography for the Market Show package. Scott seconded. Motion carries.

6. **Approve** 2023 award budget for county fair.

After a conversation and agreement with Mary Louise we split up the obligation of awards for the fair. 4-H would be responsible for static, showmanship and any strictly 4-H showmanship. FFA would take care of showmanship and static.

This budget proposal also includes new backdrops to remove the "Lion King" backdrops.

Katie moves to approve the awards budget as requested. Scott seconds the motion. Motion carries.

7. **Set** Special Meeting for regulation document on January 27, 2023.

Katie moves to advertise a special meeting for January 30, 2023 @ 4PM. Taylor will advertise. Brian seconded. Motion carries.

8. Executive Session pursuant to W.S. §16-4-405(a)(ii)

Return to Regular Session, Action, if needed, regarding Executive Session.

ADJOURN - 7:04PM



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

ALBANY COUNTY FAIR JUDGES COMMITTEE
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JANUARY 23, 2023

REGULAR MEETING: 5:30pm

1. Call to Order & Roll Call
Janette Parker, Taylor Haley, Andrea Senior, Scott Lake
2. Review of 2022 Judges
Reviewed judges for return at the 2023 ACF.
3. Procedures for 2023
Deadlines and accommodations for judges.
4. Conversation and gathering of names for 2023 Albany County Fair.
Individuals were identified by the committee to judge indoor static and livestock shows. The budget approved by the Fair Board in 2022 will be continued for 2023. Judges' contracts will be signed by Taylor.

ADJOURN



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

ALBANY COUNTY FAIR BOARD SPECIAL MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JANUARY 30, 2023

SPECIAL MEETING: 4:00pm

1. Call to order & roll call
Andrea called the meeting to order at 4:03PM. All Fair Board members are present.
2. Public Comment (Limited to 3 minutes per speaker)
None
3. Consideration of Changes to Agenda
None

NEW BUSINESS

1. **Discuss and Take Action** on 2023-2024 Fair Regulations.
Proposed changes were reviewed for reminder for all Fair Board members.
Katie moves to strike the proposed changes on 19 regarding hip height and 1150 lb of minimum weight and the whole bullet point related to miniatures. Brian seconded for discussion.
Katie is not in favor of two ways to weigh animals and feels that it is ill advised to change the weight after cattle have been purchased. She also feels that 1050 is more in line with our peers rather than 1150. She would like to continue to keep human error rates low. All other barns have one way to weigh in.
Brian believes that we had this process in prior years. Andrea reminded the board that we did have grievances. She believes that we should not change weights year after year. We have only done a straight weight for one year and should not change it again. Other changes are put into place for 2-3 years.
Of the other county fairs that Chairman Senior had Taylor retrieve weight documentation for, most are 1050 or 1000.
Andrea reviewed the history that she had gathered from the Sale Committee. The sale committee wants to make sure the sale stays a Junior Livestock Market Sale.
Scott researched the county fair weights around the weight. He expressed that he didn't really care if the weight was 1050 or 1150. However, he agrees that human error on hip height is the big problem but believes that it does have its place in the industry. He does not feel that our fair sale is any worse for a non-finished animal or miniature animal.
Brian moves to divide the question into two parts, the first being the market beef weight the second being miniature beef. Scott seconds. Motion carries.
Chairman Senior requests further discussion. Scott agrees that we should leave it at 1050 this year but wants to revisit the weight in the fall or spring before cattle are purchased for the next year. Data from the ultrasound contest will be added to the sale catalog.
Nolan asked about aligning with the state fair for weight at 1100 for review in the spring.
Andrea called for votes. Katie and Nolan voted in favor. Scott and Brian voted against. Andrea voted as a tie breaker to vote in favor of keeping the weight at 1050 for the 2023 ACF.
Andrea requested that Brian start our conversation on miniature cattle. He is indifferent because of our potential for low class sizes. Scott agrees.

Discussion continued around options to show and potentially sell miniatures at the county fair. Options include having a breeding class within the breeding show similar to the wool sheep class. Sarah expressed her work with 4-H and her focus on the kids.

The Albany County Fair does have a 3 to make rule for all classes.

Andrea called for a vote on striking miniature cattle from the market show. Katie and Nolan voted to strike, Scott and Brian voted to keep, Andrea voted to strike miniature cattle as the tie breaker.

Andrea brought up the sale order rule listed on page 17. Wording was corrected to say that a member may sell two lots that are of different species.

Scott asked about the rule that related to exhibitor eligibility. Wording was changed to reflect that they can sell two animals of different species and grand and reserves will be sold as long as they are not owned by the same exhibitor.

Nolan proposed adding the following wording to page 16: At Veterinarians discretion, an animal may be declared ineligible for the sale for reasons including but not limited to; illness or unsoundness. Animals declared as such shall be immediately removed from the fairgrounds following recommendation from the veterinarian and a vote of the Fair Board. Katie seconded. Motion carried.

Scott proposed adding the fair board to the following rule on page 16: Animals must have met weight requirements, been judged saleable by the official fair judge or Fair Board.. Brian seconded. Motion carried.

Katie moves to adopt other changes as proposed. Brian seconded. Motion carries.

ADJOURN - 5:04



Albany County Fair
Sale Committee
3510 S. 3rd Street Laramie, Wyoming 82070
(307)742-3224
salecommittee@albanycountyfair.org
06 February, 2023

REGULAR MEETING Scheduled for 6:30PM

1. The February 2023 meeting was called to order promptly at 6:38 (1838) PM on Monday, 06 February 2023
 - a. Attendees: Heather Alexander, Taylor Haley, Arvin Martinez, Rod Rogers, Leah Churches and Jarod Edwards
 - b. Not in attendance: Cassidy Newkirk
2. **Public Comments:** Nothing Significant to Report (NSTR)
3. **Consideration of Changes to Agenda:** NSTR
4. **Review and Approve Minutes from January Meeting:** No Changes were noted, a motion was made by Mr. Martinez and seconded by Ms. Churches
5. **Review and Approve Treasurer's Report from January 2023.** It was noted that the Jr Livestock checking has a total of \$40,455.99 and savings has \$45,099.63 to date. a motion was made by Mr. Edwards and seconded by Mr. Martinez

OLD BUSINESS:

1. Show Screen:
 - a. The Casper Event Center, to date, has not gotten back to the JLSC chair in regards to the "Show Screen," information will be provided as it becomes available.
2. Minimum/Maximum Beef weights:
 - a. Beef Show weights will remain as they were in 2022 of a minimum weight of 1050lbs, with the exception of, Hip Height calculations will NOT be utilized.

NEW BUSINESS

1. Retiring Wooden "Buyers Plaques:"
 - a. The discussion noted that the Wooden Buyers plaques have been around since before 1982 as far as the committee could recall. It was discussed that these wooden plaques have become outdated, not displayed throughout the community and are a nuisance to store from year to year.
 - b. With the exception of Joan Martindale and Andrea Senior and possible a few others, these wooden plaques will be discontinued. Martindale's, Senior will be "Grandfathered-in," to receive said plaques.
2. The cardboard handouts to buyers at the sale will be revamped/modernized to have a new look, stand by for updates.

3. Denver Livestock Show:

a. Ms. Haley attended the Denver Livestock Show and came back with a multitude of ideas to improve the Albany County Jr. Livestock sale.

i. Combines: Combines are defined as; “a group of people or companies acting together for a commercial purpose.”

1. The thought process here is to develop specialized groups (groupies) throughout town, to come together and participate in the Jr. Livestock Sale. E.g: community of Lawyers, Doctors/Dentists, etc. who do not actively participate in the JLS. If these groups would come together, it is possibly a way for these groups to give back to the community.

2. These specialized groups would have a buy in fee to participate in said group, make a purchase at the sale and donate back to the community, such as “Farm To Table.”

3. A subcommittee, possibly, will need to be made to get this “combine” off the ground and running. A presentation will need to be developed and given throughout the community to present the idea, more to follow on this.

ii. Programs and Buyers Registration Pamphlets:

1. The current JLS Program and Buyers Registration Pamphlets will have a new look, being a bifold pamphlet containing a lot more information and again recognize buyers from last year.

iii. Banners:

1. Banners are good to go (GTG) and are ready to be hung.

4. Feedback came in as that there needs to be more beverages available at the sale, i.e. water, lemonade, sweet/unsweet tea, Gatorade, etc.

5. Revive buyer/supporter hats:

a. Buyers Hats need to make a comeback to show support of the JLS as well as to show appreciation to the buyers. Hats need to be fashionable and not look like a dollar store purchase.

6. Fair regulation updates for sale/consignment:

a. 4H/FFA members have 1 (one) hour after their show to complete their consignment forms and turned in, NO exceptions. If these consignment forms are not turned in, then the member will not be allowed to participate in the JLS.

b. After each individuals show and animal does not attend to participate in the sale, the animal has permission to leave the fairgrounds, once they have obtained permission from their barn superintendent of that species.

i. E.g: If your animal did not make weight and after you have shown the animal, you may leave the fairgrounds, after you have notified your superintendent.

ii. Pigs, goats, sheep, rabbits and poultry are allowed to leave fair grounds after show, after you have notified your superintendent.

iii. If an animal is removed or leaves the fairgrounds without your superintendent's permission they will lose sale privileges for that year.

Meeting Adjourned at: 8:08 PM (2008 hrs.)

Rod Rogers
JLSC Secretary

Albany County Fair Association

Account QuickReport

Since January 11, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
FIB CHECKING #8048								
	Beginning Balance							73,969.02
01/11/2023	Payment	1034	Athena Fosnight		FIB CHECKING #8048		950.00	74,919.02
01/11/2023	Expense		VSP of Wyoming	1005321618 VSP OF WYOMING TRN*1*1400121404\	FIB CHECKING #8048	C	-26.38	74,892.64
01/11/2023	Deposit		Jigsaw Puzzle Contest	Square Inc 230111P2 L207777549896	FIB CHECKING #8048	C	44.71	74,937.35
01/12/2023	Payment	602	Eppson Center for Seniors		FIB CHECKING #8048		550.00	75,487.35
01/12/2023	Deposit		Storage	Square Inc 230112P2 L207777749344	FIB CHECKING #8048	C	44.71	75,532.06
01/13/2023	Deposit		Andrew Borgialli	System-recorded deposit for QuickBooks Payments	FIB CHECKING #8048		137.50	75,669.56
01/13/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	FIB CHECKING #8048		-4.24	75,665.32
01/13/2023	Expense		Payroll Bamboo HR		FIB CHECKING #8048	C	-5,001.29	70,664.03
01/19/2023	Expense		VERIZON WIRELESS	VERIZON WIRELESS PAYMENTS 056549188300001	FIB CHECKING #8048	C	-208.70	70,455.33
01/19/2023	Expense		VERIZON WIRELESS	VERIZON WIRELESS PAYMENTS 056549188300001	FIB CHECKING #8048		208.70	70,664.03
01/20/2023	Bill Payment (Check)		ROCKY MOUNTAIN POWER		FIB CHECKING #8048	C	-2,237.99	68,426.04
01/24/2023	Deposit				FIB CHECKING #8048		3,577.00	72,003.04
01/31/2023	Payment	1457	Snowy Range FFA Chapter		FIB CHECKING #8048		883.76	72,886.80
02/08/2023	Deposit				FIB CHECKING #8048		5,960.00	78,846.80
Total for FIB CHECKING #8048							\$4,877.78	
TOTAL							\$4,877.78	

Contract for Musical Services
Eli Mosley

This contract covers the services that will be provided by **Eli Mosley**, hereafter called “Musician,” and **Albany County Fair Board**, hereafter called “Employer.” Any alterations to this agreement must be made in writing and must be signed by both parties.

By signing this document, Employer agrees to pay **\$2,000** to Musician for services rendered on Friday August 4, 2023. A 50% deposit will be paid to the Musician at least two months before the show.

The performance will last approximately 2 ½ to 3 hours. The performance will take place in or near Laramie, Wyoming which will be an indoor venue. Recording the music played during the course of the event will be allowed and may be used for social media uses.

Musician will provide:

1. All instruments and backline.
2. Sound equipment.
3. Transportation to and from the event.
4. Setting up instruments and organizing music will be the responsibility of Musician, but the Musician will play no other part in setting up the event.
5. Merchandise, which the Musician will be authorized to sell at the event.

Employer agrees to furnish Musician with the following:

1. A cooler with ice and adequate water.
2. Adequate power.
3. Close access to the stage and free parking for 1 vehicle and trailer.
4. The event will provide Eli Mosley and road crew (1) one evening meal each.
5. If the event is ticketed, tickets for Eli Mosley and road crew (1).
6. One night housing (2 hotel rooms or other accommodation).

It is understood that special circumstances may arise in which this agreement may be altered. In cases of a venue change, extended duration, or other difficulties, parties may meet to discuss alterations, which must be amenable to both.

If the event is cancelled for any reason or the musician is not needed, the Musician will be paid the full amount stated above.

By signing this document, both parties agree that these terms are acceptable.

(Performer Signature)

(Date)

(Employer Signature)

(Date)



2023 Superintendent Application (Term 2023 -2026)

Name:

Phone:

Email:

Species: (Check all that apply)

Horse

Swine

Rabbit

Poultry

Answer the questions below:

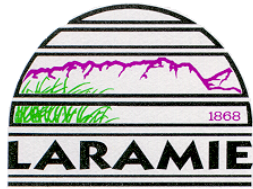
1. Why are you interested in being a superintendent for the Albany County Fair?
2. What are your goals as a superintendent?
3. What do you believe is the most important aspect of being a superintendent?
4. Do you agree to be present at County Fair, Superintendent meetings, Junior Livestock Sale, & any other activities required of you?
5. Would you be willing to assist during the year if the need arises?

Applicant Signature:

Once completed email to: manager@albanycountyfair.org

Office Use Only

Application Received



CITY OF LARAMIE
FIRE DEPARTMENT
Life Safety & Fire Prevention Division
P.O. Box C
Laramie, WY 82073

(307) 721-5330
FAX (307) 721-5333
TDD (307) 721-5295

Maximum Occupancy Loads
IFC 2021 Table 1004.1.2

Date: **2/9/2023**

Business Name: **Albany County Fairgrounds**

Address: **3520 S. 3rd**

Contact **Taylor Haley**

Phone: **307-760-7488**

Current Fire Inspection: **Y** / N

Emergency Evacuation Plan: Y / N

Emergency Evacuation Drills:

Building Occupancy Loads

<u>Name.</u>	<u>Sq.Ft.</u>	<u>Table IFC</u> <u>1004.1.2</u>	<u>Occ. Load</u>
Room: East Room 59 x 99.3 = 5858 / 7		Seated & Standing	836
	5858/15	Tables & Chairs	390
Room: West Room 59 x 80 = 4720 / 7		Seated & Standing	674
	=4720/15	Tables & Chairs	314
Room: Total Building	=10578/7	Seated & Standing	1510
	10578/15	Tables & Chairs	704
Room: Retail Sales Tables		Net 60	176

Building: Sprinkled Y / **N**