



Albany County Fair
3510 S. 3rd Street Laramie, Wyoming 82070
(307)742-3224
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**ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
AUGUST 8, 2022**

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 and Special Meeting
Action: that the Board **approves** the minutes of the July 2022, Regular Meeting of the Board and July 25 Special Meeting of the Board.
2. Treasurer's Report for July/August 2022.
Action: that the Board **approves** the treasurer's report.
3. Approve Vouchers for July/August 2022
Action: that the Board **approves** the vouchers for payment.
4. Acknowledge receipt of correspondence.

ADJOURN



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ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JULY 11, 2022

REGULAR MEETING: 6:30pm

1. Call to order & roll call
 - a. Chairman Senior called the meeting to order at 6:36PM. All board members were present for roll call.
2. Public Comment (Limited to 3 minutes per speaker)
 - a. Mary Louise Wood shared public comment from Freda Dixon, Rabbit Superintendent. Freda has a family that wants to show rabbits and wants to leave early with them. She would like clarification on the rules surrounding if they can take them home before the end of the week. The board and Taylor relayed that it would be her choice on if she would release them before the end of the week.
3. Consideration of Changes to Agenda
 - a. Jen Curran asked to have item #1 scheduled for a special meeting due to the paper not publishing the budget for 2022-2023.
 - b. Andrea asked that the brand board be added and Foundation member, Dave Whitman be added as item #3 to discuss and approve the Albany County Fairgrounds Foundation Brand Board Wall.
 - c. Katie moves to approve the agenda changes, Scott Lake seconded. Motion carried.
4. Approval of Consent Agenda
 - a. Katie Ogden moved to approve the consent agenda as presented. Brian Coxbill seconded. Motion carried.

CONSENT AGENDA

1. Minutes of the Regular Meeting

Action: that the Board **approves** the minutes of the June 2022, Regular Meeting of the Board
2. Treasurer's Report for May/June 2022.

Action: that the Board **approves** the treasurer's report.
3. Approve Vouchers for June/July 2022
Action: that the Board **approves** the vouchers for payment.
4. Acknowledge receipt of correspondence.

OLD BUSINESS.

NEW BUSINESS.

1. **Discuss and Approve** the 2022-2023 Budget as presented.
 - a. A special meeting will be set to discuss and approve the 2022-2023 budget as presented.
2. **Discuss and Take Action** on creating wool sheep classes at county fair.
 - a. Derek Scasta had sent an email to Taylor and asked to be added to the agenda after speaking with Scott Lake about adding a wool sheep class in the breeding sheep show at the Albany County Fair. Andrea Senior invited Derek to address the board and guests. He expressed the interest of the exhibitors that have wool breed sheep to show them as their own class during the ACF breeding sheep show due to the differences between wool sheep and meat sheep. The

discussion turned to the difference between fine and coarse wool sheep. Andrea expressed that it may not happen for 2022 but can take place in 2023. Taylor did say that we can set up one class for all ewes to go into for 2022 so they will all show together as wool sheep during the breeding sheep show. Mary Louise addressed the group and talked about communication with those that have wool sheep and this new class. Katie moved to host a wool sheep class during the breeding sheep show at the 2022 ACF. Mark seconded. Motion carries.

3. **Discuss and Take Action** on the ACFF Brand Board Wall with Dave Whitman.
 - a. Dave Whitman was invited by Chairman Senior to address the board and guests regarding the Fairground Foundations next project to showcase the area producers. Dave explained the age of brands around the area and how most have gone through several generations. Brands were recorded beginning in 1909. The foundation has plans that producers can submit their brands, up to 3 lines of writing and \$250 and a plaque made of faux leather and barn wood 14” square would be made and hung on the wall. The idea was brought to the foundation to hang their brands in the activities building so others can look at the brands. After coming and looking at the building, Dave thinks that the west end by the display cabinet would be the best space. As a side note, Cody Talbott anticipates that the new hood will be done by fair. Katie moves to approve the brand wall for the preferred location. Mark seconded the motion. Motion carries. Chairman Senior thanked Dave for coming to the meeting.
4. **Discuss and Take Action** on speaker system repair/upgrades for show ring.
 - a. Katie moves to table this motion until we have a better idea of what we need for the different areas and possibly after fair to upgrade the systems. Mark seconds. Motion carries.
5. **Discuss and Schedule** weigh-in duties for Fair Board Members.
 - a. Taylor explained weigh-ins this year and the structure with the superintendents, sale committee, and fair board at each scale to keep consistency and enforce fair regulations.
 - b. Board members Senior, Ogden and Wade instructed Taylor to send out the schedule and put them wherever. Brian asked if Taylor could be included in the rotation of the schedule. Board member Ogden and Senior explained that Taylor would be responsible for being at any scale at any time to solve issues and couldn't be committed to a definite time.
 - c. Taylor will complete the schedule and send it out.
6. **Approve** new screens for the white house.
 - a. Katie moved to purchase new screens due to the wasps getting in the house and the lack of screens or the disrepair of the screens currently on the house. After a short discussion about options on fixing the screens, Katie made a friendly amendment to the motion to get prices for the next meeting. Mark seconded. Motion carried.
7. Executive Session pursuant to W.S. §16-4-405(a)(ii)
Return to Regular Session Action, if needed, regarding Executive Session
 - a. No executive session needed.

ADJOURN

Meeting adjourned at 7:14PM



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**ALBANY COUNTY FAIR BOARD REGULAR MEETING AGENDA
ALBANY COUNTY FAIRGROUNDS, MEETING ROOM
JULY 25, 2022**

SPECIAL MEETING: 5:30pm

1. Call to order & roll call
 - a. Chairman Senior called the meeting to order at 5:31PM.
 - b. Taylor called roll. All Fair Board members are present.
2. Consideration of Changes to Agenda
 - a. none

NEW BUSINESS.

1. **Discuss and Approve** the 2022-2023 Budget as presented.
 - a. Mark moves to approve the budget as presented. Scott seconds. Chairman Senior called for discussion. Taylor stated that the official copy was not the copy in the meeting packet. The official copy would be signed at the end of the meeting. No other discussion. Chairman Senior called for a vote. Motion carried.
2. **Discuss and Approve** new payroll and HR services.
 - a. Katie moved to approve the use of Bamboo for payroll and tax services for the fairgrounds. Taylor gave the background on research done for ADP and Bamboo which would work best for the fairgrounds. They both work similarly. Bamboo would be easy to switch over from the county to the fairgrounds by switching the "owner" of the account to the fairgrounds or Fair Board.
 - b. Taylor reviewed the options and what each platform would offer via the spreadsheet included in the meeting packet.
 - c. Andrea stated that ADP is about half the cost of Bamboo per month. Mark stated that Bamboo has more options and gave background on ADP and his usage of it for his business. Marks opinion was to stay with Bamboo for payroll and taxes. Taylor stated that there are additional things on our bamboo that we pay for that we do not need and can remove, making it even cheaper for the board. Such as performance reviews. Jen stated that the county is looking at other performance review systems because no one uses it. Andrea stated that we can go through and reduce cost as much as possible on Bamboo to tailor it to what we need.
 - d. During Taylors introduction she stated that Mardee Aanonsen submitted a proposal to add payroll and taxes to our monthly services.
 - e. Andrea stated that she felt the Commissioners wouldn't be comfortable with Taylor/Fair Office doing the payroll/taxes/retirement due to the history of previous employees and the amount of work that is happening so having Mardee do those filings and bills would be an extra layer of protection.
 - f. Mardee will still reconcile the books each month as well.
 - g. Following the executive session at the last meeting Andrea now has two pages of mistakes that have been made by current HR employees regarding the fairgrounds employees time off, vacation, communications and other issues with differences in the county compared to the fairgrounds. Andrea is planning to send an email to the commissioners regarding what the Fair Board plans to do, and a timeline of events regarding the discussion that the board members have.

- h. Andrea would like to possibly proceed with asking for hourly HR resources if needed rather than an MOU/contract resources.
- i. The board was apprised that the reporting and billing has been done by Christina Lewis since I came into this position. Now that Christina is leaving, Taylor is being given usernames for each website so we can do each area when needed.
- j. Andrea believes that Taylor has enough going on so Mardee should do the payroll, reporting and taxes and it would relieve some of the duties coming from the fair office.
- k. Andrea calls for a vote to use Bamboo for our Payroll and taxes. Motion carries.
- l. Mark moves to use Mardee as a Bookkeeping expert. Scott seconds. No discussion. Motion carries.

ADJOURN - 5:45