



Albany County Fair  
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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**

**A RESOLUTION MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURE OF FUNDS TO COVER ALBANY COUNTY FAIR BOARD FOR THE FISCAL YEAR OF JULY 1, 2022 TO JUNE 30, 2023.**

**WHEREAS**, pursuant to Wyoming Statute § 16-4-109, the Albany County Fair Board ("ACFB") must conduct a public hearing concerning ACFB's Fiscal Year 2022-2023 proposed budget;

**WHEREAS**, said public hearing was held on July 25, 2022 at the Albany County Fairgrounds; and

**WHEREAS**, the adoption of the proposed budget is governed by Wyoming Statute §16-4-111.

**NOW THEREFORE THE ALBANY COUNTY FAIR BOARD RESOLVES** that the following, pending future amendment, is the Adopted Budget for ACFB for Fiscal Year 2022-2023.

**ESTIMATED GENERAL FUND EXPENDITURES**

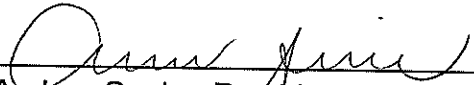
Administration	\$30,000.00
Employee Benefits & Insurance	\$50,000.00
Operations	\$110,000.00
<b>Total General Fund</b>	<b>\$190,000.00</b>

**ESTIMATED REVENUE**

General Mill Levy	\$293,381.79
Estimated Revenue from Usage	\$175,000.00
<b>Total Estimated Revenue</b>	<b>\$468,381.79</b>

**PASSED, APPROVED, AND ADOPTED** this 25 day of July 2022.

**ALBANY COUNTY FAIR BOARD**

  
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Andrea Senior, President

**ATTEST:**

  
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Scott Lake, Secretary/Treasurer