



**Larimer County Fair Board
Meeting Minutes
March 26, 2024, 6:30 pm**

The Larimer County Fair Board convened a regular session on Wednesday, February 26, 2025, at 6:30 P.M.

Present: Chair: Stephanie Morrison

Vice Chair: Logan Lenz (Absent)

Secretary: Dana Luther

Board Members: Jay Crouse, Pat Young, Michelle Wilcox,
Rebecca Walter, Vera Brown, Melinda Deal

Also Present: Ranch Director – Conor McGrath (Zoom), Fair Competition Coordinator - Laura Boldt, CSU Extension 4 H Livestock Agent -Rachel Wildman , Fair Queen – Maggie Livingston, Guests Present- Cindy Buckardt (Zoom)

Absent Members: Vice Chair Logan Lenz, Larimer County Commissioner – Kristin Stephens. Kristine Miller

CALL TO ORDER

Chairman Stephanie Morrison called the meeting to order at 6:33pm.

INTRODUCTIONS

Chairman Stephanie Morrison asked all present to introduce themselves.

APPROVAL OF THE AGENDA

Pat Young made a motion to approve the agenda, Rebecca Walter seconded the motion. The Agenda was approved on a majority vote by the Fair Board Members 9-0. Motion passed.

MINUTES OF PREVIOUS MEETINGS

Pat Young made a motion to approve the February minutes Vera Brown seconded the motion. The minutes were approved on a majority vote by the Fair Board Members 9-0. Motion passed.

CORRESPONDENCE

No Correspondence to report.

COMMISSIONER REPORT

Commissions Kristin Stephens absent. No report given.

CHAIRMAN'S REPORT

No Chairman's Report.

FAIR BOARD PARTNERS / LIAISON REPORTS

a. Queen/Royalty – 2025 Queen Maggie Livingston reported attendance at the annual 4 H Carnival, hosting a Queen Booth, signing autographs and interacting with fellow families and 4H Members. The Carnival event on March 1, 2025 was reported as a major success and for the first time, the reigning queen hosted an official game booth at the event. The booth attracted significant participation resulting in over 1,000 tickets collected at the booth. Maggie attended a Queens clinic in Boulder County hosted by the current 2025 Boulder County Queen, Libby Wagner. Maggie Livingston gave a presentation on public speaking that was delivered to approximately 20 participants. Additionally, Maggie visited Rangeville Elementary school including kindergarten, second graders and third grade classes. In addition, Maggie reported conducting sponsor visits including Les Schwab, Timnath Loveland, and Windsor, Sathers, Shamrock and Four Rivers and 287 Supply.

b. Extension 4-H – Agent Rachel Wildman reported on current 4-H enrollment figures. The organization comprises over 750 members, distributed among approximately 420 participants in livestock and equine programs, 300 engaged in general and Family and Consumer Sciences (FCS) projects, and 101 Cloverbuds (aged 5 to 7). Notably, Kenedy Henry achieved distinction in the national 4-H Lead to Change initiative. Her initiative, titled Food for All, collaborates with a Fort Collins food rescue operation to establish mobile food distribution sites. Ms. Henry was awarded \$10,000 for her project and subsequently received an additional \$5,000 at the Ignite conference in Washington, D.C. Enrollment numbers remain stable compared to the preceding year. All Animal Identification submissions have been completed, and approval notifications are scheduled to commence in early April.

c. The Ranch, Rodeo & LC Sheriff's Posse - Conor McGrath announced a revised approach to Larimer County Board and Commissioners member training. This new methodology utilizes a 44-slide presentation deck, intended for independent review by members, with a subsequent opportunity for questions. This aims to optimize meeting

efficiency by avoiding a slide-by-slide review during the meeting. The following slides were highlighted as particularly pertinent:

While the volume of legal information was acknowledged, it was emphasized that staff retains primary responsibility for legal compliance. Presentation slides to be sent to Dana Luther for distribution.

Conor Mc Grath provided an update in regards to the Master plan in which no significant advancement since the prior discussion with the board of directors. Project remains in the funding acquisition phase. A recent development entails a request to further investigate the feasibility of an outdoor shooting range. This facility would be strategically located in close proximity to or integrated with the new 4 H Youth and Community Arena. The designated area under consideration is the development lot previously utilized for rough stock staging during the rodeo, specifically the undeveloped land situated west of the trailer parking adjacent to the new arena at the 8:25 mark. Exploration of this site for a potential shooting range will commence, with relevant staff involvement scheduled for the near future.

Regarding the Larimer County Sheriff's Posse, the 9th Annual Awards Ceremony Funding has been structured through partnerships for the Larimer County Sheriff's Posse & Junior Rodeo program. In addition, congratulations were extended to Deputy Andrea Maxwell, who was recognized as Deputy of the Year.

d. Rodeo Board – Director Conor McGrath confirmed the appointment of Rick Harris as the new Chairman of the Rodeo Board.

e. Fair Coordinator - Laura Boldt Reported the Board will transition from Zoom links to Zoom webinar links to enhance security. The Zoom webinar link and agenda will be available on the Larimer County page. A password will be required to join the webinar, this is a standard practice across all Larimer County boards. Laura Boldt talked about the sponsorship opportunities remaining available, specifically in the dairy cattle, dairy goat, and premier exhibitor categories. Buckles and ribbons have been ordered, and banners will be ordered imminently. These banners will have the livestock species picture, award title, and the sponsor. Regarding open class, confirmation is being sought from superintendents regarding awards for outstanding projects. Open class exhibitors receive ribbons, whereas youth exhibitors aged 18 and under are eligible for premiums. These premiums include both gift certificates and monetary awards. Outreach has been conducted to all participants in 4-H, family and consumer science, dogs, and general projects, yielding positive responses and encouraging return participation, though the list is subject to daily changes. Appreciation is extended for assistance in fulfilling sponsorship needs.

FAIR BOARD COMMITTEE REPORTS

a. Ranch Hands – Mitzi Deal presented an update regarding sponsorship, with three sponsors confirmed and thirteen potential sponsors targeted for engagement. Clarification was sought regarding volunteer numbers, necessitating communication with Kristine Miller to determine the current status. While returning volunteers were anticipated, the posting of ranch hand positions on national platforms such as Volunteer Match was underway. It was noted that unsolicited volunteer applications are received online, but a significant proportion of applicants do not complete the requisite background check procedure. Personalized outreach to new volunteers approaching the fair was proposed, and assistance with these communications was offered, contingent upon provision of a roster. The necessity of annual background check renewals was emphasized, and a link for this purpose was indicated to be forthcoming. A suggestion was made to explore the feasibility of automating the background check procedure for returning volunteers, subject to their consent. It was acknowledged that this may not be applicable or suitable for transient volunteers, but could be advantageous for established boards, such as the fair board. Internal staff review of this matter was recommended. An inquiry was raised concerning information sharing with the extension office, in light of prior background checks conducted. It was clarified that background check information is not disseminated to the extension office, given the disparate requirements governing educational institutions.

b. Queen/Royalty – Michelle Wilcox reported we have between 17-20 participants to attend the Road to Royalty Clinic. The following events are scheduled: REA Annual Meeting, CSU Rodeo & the Gymkhana event hosted in collaboration with the Desperados 4 H Club. The committee has begun reviewing the upcoming schedule of the events. Planning is underway to accommodate Maggie's Livingston end-of-school-year transition and subsequent travel schedule, which includes multiple rodeos and parades. 287 Ranch Supply will be hosting an event that Maggie Livingston was invited to attend. Preliminary planning has begun for the annual Queens BBQ event.

c. Pancake Breakfast – Jay Crouse reported he is trying to contact Emma Wallace at The Ranch to help plan the pancake breakfast. Jay also reported he had contacted the Lions Club to commit to serving and making the pancakes and set a lunch date to meet on May 28th with Stephanie Morrison and Jay Crouse. Lastly, it has been confirmed the aprons and jars are ready and Jay Crouse is progressing on the work order.

d. Parade – Pat Young reported the parade planning is on schedule and is progressing. Pat Young, Dana Luther and Stephanie Morrison worked to place all current documentation onto the google drive folder and are presently working on identifying the necessary documents to be updated and distributed by The Ranch. Pat

Young advised golf carts have been secured for Parade Day. The Grand Marshall, Andrea Maxwell has been selected. Pat Young will be extending the invitation and will advise next month as to the acceptance of the invitation. The permits were submitted and Pat Young is awaiting approval and will report when approved. Lastly, the Parade theme, “Love is in the Fair” has been finalized. Next steps include contacting the barricade company, Loveland Police Department and begin work on sponsorships.

e. Junior Livestock Sale – The Junior Livestock Sale Committee convened on March 25th at 7:00pm. All committee leads have successfully recruited active members to their respective committees. Arrangements for packers and transportation have been finalized, along with securing sponsorship. The buyer outreach program is proceeding effectively, and administrative personnel are in the process of clarifying operational procedures and volunteer assignments. The social media team is actively engaged, and adjustments to the livestock sale layout have been implemented to reflect the revised schedule, now commencing at 1:00 PM instead of 4:30 PM. This schedule alteration has necessitated revisions to the dinner work plans, requiring the acceleration of certain tasks. In summary, the committee leads and their teams are making substantial progress in the planning efforts for a successful Junior Livestock Sale.

UNFINISHED BUSINESS

a. Work Plan Updates - The organization of new folders within the Google Drive for the 2025 updated work plans is currently being conducted by Dana Luther. It is imperative that all work plans contain the designated point of contact and telephone number for all stakeholders engaged in each event. While a substantial amount of data has been gathered, the completeness of this information requires verification. It is requested that all documentation, encompassing information on all subcommittees, be submitted to Dana Luther for formatting and subsequent upload to the Google Drive. This includes applications, promotional flyers, and all other pertinent materials. Information currently held by Laura Boldt must also be integrated to ensure comprehensive coverage. Work plans must be drafted with sufficient clarity to enable any individual, irrespective of prior knowledge of the event, to readily comprehend and execute the necessary tasks. Detailed monthly breakdowns, contact particulars, and relevant spreadsheets should be incorporated. When sharing information with Dana Luther, it is also requested that a copy be provided to Laura Bolts.

NEW BUSINESS

a. Fairboard Applications - Applications for the Fair Board will remain open until March 31st, 2025. Please encourage interested individuals to apply. If someone intends

to apply, please notify Stephanie Morrison so she can confirm the application has been received. The application is accessible on the Larimer County website. Applications are reviewed, initially by Sarah Martin, then by Connor McGrath, and subsequently by Conor McGrath and Commissioner Stephens.

Next Fairboard Meeting- April 23, 6:30 PM McKee Building

Items for Executive Committee - No Items at this time

ADJOURNMENT- Melinda Deal made a motion to adjourn the meeting, Pat Young seconded the motion. The motion was approved on a majority vote of the Board Members 9-0. Motion passed. The meeting was adjourned at 7:31pm.

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Chair: Stephanie Morrison _____

Secretary: Dana Luther _____