

**Larimer County Jr. Livestock Sale Committee**  
**McKee Building – Estes Park Room**  
**Agenda for January 27th, 2026 – 7:00 p.m.**

1. Agenda Approval/Additions
2. Approval of October 2025 Minutes
3. Financial Report
4. Old Business
  - a. Fair Book Updates:
    - i. Addition regarding mandatory sale meetings
    - ii. Check pickup timeline
5. New Business
  - a. Formation of Sub-Committees (following are last years – open to changes)
    - i. Sponsors- Becca Walter
    - ii. Buyer Outreach- Jenny Brown
    - iii. Buyer Lunch- **Open**
    - iv. Admin (forms, print materials, showtime and sale time administrative task including sale bill) -Tanner Adams
    - v. Sale Logistics (auctioneer and set up of entire sale area)- **Open**
    - vi. Packers / Post Sale (coordinating packer interest, securing buyback bids, coordinating pen back and delivery following sale)- Don McGregor
    - vii. Social Media- Keri McGregor
    - viii. Volunteers (blended with Admin)- Claire Haenny
  - b. Mandatory Sale Paperwork
    - i. Now that record book check in has changed, when do we want to pick up the purple forms and W-9s from new exhibitors?
      1. Stall setup
      2. Animal check-ins
      3. Both times
    - ii. Plan for getting purple forms to Shannon Fancher
  - c. Updates to Mandatory Meeting PowerPoint
    - i. Paperwork Changes
    - ii. Make PowerPoint shareable
  - d. Other Items?
  - e. Public comment (3 minute time limit, the committee will not address any comment made)
6. Adjourn
  - a. Next Meeting (s)
    - i. **February 23, 2026 @ 7:00 pm**
    - ii. March 23, 2026
    - iii. April 27, 2026
    - iv. May 25, 2026