



Larimer County Jr. Livestock Sale Committee Minutes March 22, 2022

The Larimer County Junior Livestock Sale Committee (LCJLSC) convened into regular session on the 22nd Day of March 2022 at 7:07 PM. Board Members present: Vice Chairman Stephanie Morrison, and Secretary/Treasurer Caree Rinebarger; and Livestock Representative: Smokey Crego (Sheep), Don McGregor (Swine), Bart Morrison (Beef), Amber Spence (Goat) and Russ Spence (Small Animal) and At Large Members: Karissa Issacs, Bob Keirns, Keri McGregor and Angela Tuxhorn.

Also Present: Marv Witt (Fair Board President)

Guests: Cindy Buckardt, Cheryl Spence, Janet Davies

Absent: Chairman Doug Pennock, Larimer County Extension Agent Bailey Schilling, Ge Wyscarver (Ranch Staff)

Call to Order

Vice Chairman Morrison called the meeting to order at 7:07 PM

Agenda Approval

Vice Chairman Morrison asked to amend the agenda a discussion regarding Buyer Appreciation and Packer Appreciation gifts to new business.

Executive Board Reports

Secretary/Treasure

Approval of Minutes

Secretary/Treasurer Rinebarger noted the following changes will be made:

1. Delete Amber Spence from present members list; and
2. Correction to the date.

Guest Cindy Buckardt stated she was not in attendance at the meeting as a representative of the Foundation and requested the word 'Foundation' be removed. Ms. Buckardt also requested other changes of which, Mr. Witt (Fair Board President) noted that only voting members of the Committee may request changes.

Committee Member Keirns moved to approve the Minutes from February 22, 2022, as amended. Committee Don McGregor seconded the motion.

All in Favor. None Opposed.

Motion Passed.

Treasurer Report

Secretary/Treasurer Rinebarger provided the Committee with the updated Financial Report as provided by the Ranch. It was noted that the only change from the last meeting was a debit for \$1365.00. This was for a reprint of a sale check for one of the 4-H exhibitors checks that was in their truck when it was stolen.

Committee Member Russ Spence asked why the budget that was approved and did not include increases to the Catering and Non-Employee Awards when we spent so much more last year. Secretary/Treasurer Rinebarger stated that she would contact the Ranch and report back to the committee at the next meeting.

Committee Member Don McGregor moved to approve the February 2022 Treasurers Report. Committee Keri McGregor seconded the motion.

All in Favor. None Opposed.

Motion Passed.

Committee Reports

Advertising

Secretary/Treasurer Rinebarger reported that they have been working on the Save the Date Cards. The Committee discussed keeping the animals on the cards and the possibility of a rotating the species each year. A proof of the card will be emailed out for Committee review when it is available.

Sponsorships

A report on the Sponsorships was not available at this time as the Chair was absent.

Buyer Appreciation Dinner

Committee Member Karissa Issacs stated there was no report to give at this time.

Social Media

Committee Member Keri McGregor reported that she has been posting about weigh days. Once the Save the Date is ready she will get that posted as well. She will also work with the Sponsorship Committee on posting information on Sponsorship Levels to see if we can get some additional sponsors.

Auctioneer

Committee Member Russ Spence has contacted Centennial Livestock Auction.

Packers

Committee Member Angela Tuxhorn is working on a spreadsheet for tracking the contact and information on the packers and will include who the primary contact is for that packer. She is also working on updating cut sheets and will work on having this done by the end of April and would like to have the pricing before the next meeting.

At this time, we do not have commitment numbers from the Packers. R & C stated that any one requesting them for Beef will need to make arrangements ahead of time and they are not sure at this time how many of each species they will be able to take.

Angela will provide updated as she has them. Vice Chair Morrison stated that she will need a logo from each of the Packers for the advertisement pieces and that they need to be in a JPEG, TIFF or similar format.

Photography

Vice Chair Morrison reported that she has the Photography RFP ready for distribution pending any changes requested tonight from the Committee. The only things that she has changed are the dates of the shows, the contact information and recommends we ask two (2) year contract.

The Committee also discussed needing a better set up for the Swine photos as well as the purchase of another backdrop that could be mobile for other species, such as Poultry and Rabbit, and be moved when needed.

Vice Chair Morrison also stated she is working on the donations for the landscaping for the photo areas.

Committee Member Don McGregor moved to approve the Photographer Bid with the change contact information, dates and a two (2) year term. Committee Member Issacs seconded.

All in Favor. None Opposed.

Motion Passed.

Sale Ring

Committee Member Don McGregor reported that the Ring Men from last year have been contacted and that he will update as he has more information.

The Committee also discussed the complaints from last year about how far away the bleachers were from the show ring during the shows and the sale. The Committee will review and see if there is any resolve for this year.

Office

Secretary/Treasurer Rinebarger stated there was no report to give at this time.

Fair and Weigh-Day

The Committee stated there was no report to give at this time.

Jr. Junior Livestock Committee

It was reported that Biz Bopp will Chair this Committee and once the Beef Camp is over she will start working on Jr. Junior Livestock Committee.

Old Business:

1. Future Meeting(s)

a. List of Classes for a Mock Sale

Vice Chair Morrison stated that the Committee would like to run a few 'mock' Fairs so start working out the issued the Committee ran into last year. She requested each Superintendents come up with scenario that could create problems so we can try to solve any issues. Some of the issues that were discussed were placement issues and breed issues with Poultry. Vice Chair Morrison will reach out to the Ranch office to see if we still have access to FairEntry so that we can use the information

from last year and start working on the issues now so that they can be resolved before Fair.

2. Name Plates

Postponed to a future meeting.

3. Buyer Appreciation Gift

Vice Chair Morrison has been working with Jennifer Turner on ideas and pricing for the Buyer Appreciation Gifts. The Committee discussed doing a mix of the Cutting Boards and Cups. Vice Chair Morrison will work on getting samples and prices from Jennifer to help decide.

Adjournment:

Next Meeting – April 26, 2022

Committee Member Bart Morrison moved to adjourn the meeting. Committee Member Don McGregor seconded.

There being no further business, the Committee adjourned at: 7:46 P.M.

Prepared by:

Approved by:

Caree Rinebarger, Secretary

Stephanie Morrison, Vice Chair

Exhibit A

a. Advertising

Create and Coordinate all Advertising for Pre-Sale, Sale and Post Sale, Coordinate with the Social Media Committee Chair and Sponsor Chair as Needed for Advertising Content and Other Duties as Needed

b. Sponsorships

Coordinate with Sponsors and their Donation, Coordinate with Advertising and Social Media Committee Chairs as Needed for Advertising Content

c. Buyer Appreciation Dinner

Work and Coordinate with the Ranch on Layout and Set Up for the Buyer Appreciation, Plan and Execute the Dinner and Table Layouts, Work and Coordinate with the Sale Ring Committee Chair on Layout of Dinner and Sale Ring Needs

d. Social Media

Create and Coordinate all Social Media Posts, Coordinate with the Advertising Committee Chair and Sponsor Chair for Advertising Content

e. Auctioneer

Coordinate and Work with Auctioneers Leading Up to and for Day of Sale

f. Packers

Coordinate with the Packers and Assist the Office Committee with Requirement and Assignment of Packer for Tracking and Load Out (Day of Sale)

g. Photography

Assist the Photographer with Schedule & Coordination of Action Shots and Sale Photos, Back Drop Set Up and Tear Down, Coordinate Volunteers (as needed) and Other Duties as Needed

h. Sale Ring Coordinator

Work and Coordinate with the Ranch on Layout of the Sale Ring, Coordinate Volunteers That Assist with the Sale Ring such as FFA Members and Others, and Other Duties as Needed.

i. Office Coordinator

Coordinate and Oversee all Office Duties to Include Fair Entry, Buyer Check In and Check Out, Add-On Table, Coordinate with Packer Committee Chair for Packer Table and Tracking for Day of Sale, Coordinate and Oversee the Queens Table and Volunteers, and Other Duties as Needed

j. Fair and Weigh-Day

Coordinate, Schedule and Manage Volunteers for Weigh Day and Fair Check-In for Each Species

k. Jr. Junior Livestock Committee

Oversee the Jr. Junior Livestock Committee