



DEPARTMENT OF WELD COUNTY FAIR
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525 N. 15th AVENUE
GREELEY CO 80631
www.WeldCountyFair.com

**WELD COUNTY FAIR
BOARD OF DIRECTORS APPLICATION**

APPLICATION DEADLINE: September 30, 2011
Weld County Fair
525 N. 15th Avenue
Greeley, CO 80631
970-351-0415 fax

Name _____

Address _____

E-mail Address _____

Home Phone _____ Work/Daytime Phone _____

Cell Phone _____

Occupation _____

Area(s) of Interest in Weld County Fair _____

Expertise of Value to Weld County Fair _____

Reasons for Wanting to Serve and/or Goals for Fair _____

Involvement/Experience with 4-H and/or FFA _____

(over)

Involvement/Experience in Other Fairs _____

Experience on Other Boards and Similar Organizations _____

Can You Contribute the Time Required as Outlined in the Guidelines? _____

As a board member you will be expected to serve on at least two of the following committees. Do you agree to serve as required? _____ Please rank each in order of preference:

<input type="checkbox"/> Advertising	<input type="checkbox"/> Draft Horse Show	<input type="checkbox"/> Royalty
<input type="checkbox"/> All Round Showmanship	<input type="checkbox"/> Fair Dance	<input type="checkbox"/> Schedule, Rules & Fair Book
<input type="checkbox"/> Animal Health Inspection	<input type="checkbox"/> Fun Fair Activities & Grounds Entertainment	<input type="checkbox"/> Scholarship
<input type="checkbox"/> Antique Trucks & Garden Tractor Pull	<input type="checkbox"/> Island Grove Regional Park Advisory Rep.	<input type="checkbox"/> Security, Parking & Risk Management
<input type="checkbox"/> Appreciation Lunches & Fair BBQ	<input type="checkbox"/> Junior Livestock Committee	<input type="checkbox"/> Silent Auction
<input type="checkbox"/> Awards	<input type="checkbox"/> Junior Livestock Sale Committee	<input type="checkbox"/> Sponsorships
<input type="checkbox"/> Budget & Bylaws	<input type="checkbox"/> Open Livestock Shows	<input type="checkbox"/> Vendor
<input type="checkbox"/> Car Show	<input type="checkbox"/> Premier Exhibitor	<input type="checkbox"/> Youth Rodeo
<input type="checkbox"/> Catch-it Contest	<input type="checkbox"/> Project Inspection	
<input type="checkbox"/> Catch-it Program	<input type="checkbox"/> Promotions	

(One additional page of information may be attached if desired)

References (non relatives):

1. _____ 2. _____ 3. _____

 Signature

 Date

WELD COUNTY FAIR BOARD APPLICANT GUIDELINES

1. The Weld County Fair is an annual event conducted for the educational benefit of 4-H and FFA members and to showcase the Weld County community. It is managed by the Weld County Fair Coordinator, in cooperation with the county Extension Staff and with the Fair Board of twenty-one (21) volunteer members.
2. Seven (7) new board members are recommended each year by current members, with final appointments made by the Board of County Commissioners.
3. Board member terms are three (3) years in duration. A member may serve no more than two full consecutive terms.
4. Board meetings are held the first Monday of each month at the Weld County Extension Office, Island Grove Regional Park, Greeley. Members are notified of any changes in dates and/or locations.
5. Board meeting attendance is critical to the efficient management of the Fair. Therefore, a board member with more than five (5) absences in one year will be dropped and a replacement named.
6. All board members serve on committees, which requires additional meeting time and/or planning sessions.
7. Extensive involvement of all board members is required during the Fair in order for all events and shows to be conducted in an organized and timely manner.
8. Special board meetings are held daily at noon during the fair to evaluate happenings and to resolve any problems which may occur.
9. All applicants are **REQUIRED** to attend the December 5th Fair Board Meeting, at 7:00 p.m., to give a brief presentation followed by a short interview. No further notice will be given regarding attendance at this meeting.

Fair Board Committee Responsibilities:

1. **Advertising** – Put a marketing plan together to advertise the Weld County Fair and all of its activities.
2. **All Round Showmanship** – Organize this event by lining up judges and announcer. Be present to run this event.
3. **Animal Health Inspection**- Schedule vets during the days they are needed during fair to complete the health inspections. Be available during all animal health inspections to assist in any way needed.
4. **Antique Trucks & Garden Tractor Pull**
5. **Appreciation Luncheons & Fair BBQ** – Obtain sponsors for lunch for every day for judges and volunteers. Help with lunches every day.
6. **Awards** – Find people or companies to sponsor trophies and events for the fair. Most of the work is recontacting people and follow up work.
7. **Budget and Bylaws** – This committee is responsible for submitting a budget to the county commissioners. All committees and areas of the fair are asked to submit a budget request to the treasurer (often the chair of this committee). From those requests and the previous budget, the committee makes and budget. (Sometimes treasurer does this and asks for input from the committee and the fair board. Bylaws are examined as needed and changes are made according to need and rules of the constitution.
8. **Car Show**-
9. **Catch-it Contest**
10. **Catch-it Program**
11. **Draft Horse Show**
12. **Fair Dance** - The Weld County Youth Executive Council is in charge of the dance. The youth member on the board is often the chair of this committee in the council. The committee works with the council obtaining a DJ, establishing prices, obtaining chaperones and security, setting up the facility, and attending the dance.
13. **Fun Fair Activities & Grounds Entertainment** - This committee has several sub-committees that organize and line up different on grounds attractions and concerts. This committee is in charge of having fun activities at the fair. This could include but not limited to pet and doll parade, three-legged race, car driving, stick horse rodeo and others. The committee reviews the rules/ regulations to make any necessary changes. There is no pre-entry so the person in charge handles the event according to the rules.
14. **Island Grove Regional Park Advisory Rep.**

16. **Junior Livestock Sale** – This committee is responsible for organizing and running the Junior Livestock Sale the last day of the Weld County Fair.

17. **Open Livestock Shows** – This committee is responsible for organizing the Open Livestock Shows and help run the shows.

18. **Premier Exhibitor** –

19. **Project inspection** – This committee visits randomly chosen livestock projects to maintain livestock are being taken care of appropriately. Usually each committee member visits about 10 or fewer projects.

20. **Promotions**- Find avenues of promotion for the Weld County Fair, help to get all print material to locations in Weld County.

21. **Royalty** - The royalty committee is in charge of the royalty. They will supervise, chaperone, consult, advice, support and reprimand (if needed). The committee or individual members will take the royalty shopping, help with fund raisers, have committee meetings as well as meeting with the royalty (and parents), make schedule of parades, activities, and fair, chaperone at parades and other activities, and settle any problems that might come up. They are the link between the board and the royalty also the fair volunteers and the royalty.

22. **Schedule, Rules & Fair Book** - This committee reviews any rules that might need to be changed. Suggestion for changes can come from any individual- board member, exhibitor, parent, or anyone else. Rules are taken to board for approval. Major rule changes are published in fair book one (1) year prior to change implementation.

23. **Scholarship**

24. **Security, Parking & Risk Management** – This committee is responsible for lining up and working with security throughout the fair. They will also organize where people can park, where trailers will park. This committee will also look at different items that could be a risk and put a plan in place on how to deal with the risks.

25. **Silent Auction**

26. **Vendors** – Sends out applications and looks for new vendors to come to the fair. They assign booths for the vendors according to the vendors needs.

27. **Youth Rodeo**