

Archuleta County Fair Board Meeting

Minutes for July 3, 2024

The meeting, held in-person at the CSU Extension Building, 344 Highway 84, Pagosa Springs, Colorado, was called to order at 6:00pm by vice-president Becky Ziminsky. She welcomed board members present: Becky Ziminsky, Jane Davison, Sharon Jennings, Tabitha Hart, and Fair Coordinator Tonya Steadmon. A quorum of board members was not present.

Special Item/Open Forum (items not on agenda) – 1) Becky stated that Matt Martin of Sherpa Real Estate was currently booked but may be able to get some video footage to use for next year's promotional video for the Fair. Justin from the Photography class and Eric Ziminsky have drones and might be willing to film some pieces at daytime events like this year's concerts, rodeos, and games to use for the video. 2) Tonya spoke with Studs Lumber about providing an in-kind sponsorship for lumber for the horseshoe pit backboards and material for the needed cages for 4-H. 3) Yard Signs will be delivered to Ashley to have current dates added.

Approval of the minutes for the June 26, 2024 meeting will be postponed until the next meeting due to lack of quorum.

Treasurer's Report – 1) Deposits were \$625.00; 2) Check requests were issued for Jorgenson Music \$4,600 and Bo De Pena \$3,000. 3) The deposit check for Marcus Rivas has been held as requested. 4) Jane met Allison Wylie/Finance and Elsa White/Treasury about the \$3,000 petty cash needed for Fair. There is \$500 on-hand along with about \$50 in quarters. Jane will determine the breakdown by denomination and cash the check. Approval of the treasurer's report will be postponed until the next meeting due to lack of quorum.

Committee Reports

Entertainment/Music-Ricochet Concert flyers are available for posting. Tickets sales were \$140 and \$20 through GiveButter. Diana Talbot will serve as announcer for the Red Ryder Rodeos and has been asked to announce the Fair Concerts. Shane will be asked to do the same at the pre-Fair Thursday night rodeos.

Entertainment/Other-

Exhibit Hall & Quilt Program-Jane will determine how many check requests need to be written up for Exhibit Hall judges.

Honorees-Sharon needs information for the Honorable Mentions and will search Pagosa SUN obituaries online.

Livestock Liaison- Nothing new to report.

Rodeos- Royalty-Janae Sutherland will be there for the 4th of July parade; Becky Jacobson will also help oversee. The Grand Marshalls, Lisa and Bob Scott, invited Royalty to walk by their antique truck entry. The Court will also distribute candy. Waivers have been signed.

Old Business

The Kids Train repair has been completed.

Fair / 4-H Promotion Day is July 10 and the Royalty Court is expected to assist 4-H by distributing Fair posters around town. Posters and Auction Notices were printed.

Mechanical Bull Pricing has not been determined.

Crowd Control Training completions are still expected from some Board and Livestock committee members. Fair will pay the cost for Board members to take the training.

New Business

In mid-August, an Artists tour will be going on around town. The Board agreed that they will be allowed to hang their Studio Tour Promotional Banner on the fairgrounds.

Interviews for Contract/Seasonal Labor will be conducted by Tonya on July 9 and 10. The contract itself is taken care of by County HR.

The CSU dumpster by the Extension building will be moved once the asphalt is cured.

EMS services have been confirmed with the dates and times of Rodeos.

Fire Extinguishers from the Fair Closet have all been inspected and are ready to be installed in the Tents once they are raised, and around the Fairgrounds as needed. They will be clearly marked and installed on the racks that are attached to tent poles.

When the permit and layout plan are ready, Tonya will contact the Fire Marshall. The Walk-Around will be scheduled for the Wednesday before Fair, July 31, when Food Vendors and Tents are set up.

At the next meeting we will review the list of where the board needs help including where to schedule 1) Contract/Seasonal Labor, 2) Electrical/Extension cords, 3) Photography, 4) Volunteers, 5) Tables/Chairs, etc.

County Land Use Permits are no longer needed for the County property so will be removed from the Monthly Calendar To-Do list in Dropbox. Approval letters with proof of insurance have been received from the landowners of the overflow parking lots. Mowing on those lots will be done the week of July 22nd.

Tonya will contact the Line Locate service at least a week before Tents go up. 1-800-922-1987 or Online

Parking Passes will be printed as needed for the Superintendents, Judges, Entertainment, 4-H, Royalty, Board, Volunteers. Last year, there was a conflict with the colors 4-H VIP parking used and Fair used causing confusion with the Rangers on where to allow entrants to park. There will be office help on site prior to Fair, starting July 26th, who can help copy and cut the passes.

Tonya will contact the Private Line Locate service, JACO/Curt Marlott cell 970-759-3418 office 509-754-5725.

Raising of the Activity Tent begins on July 22nd.

The County has laid the asphalt millings in the location of the Activity Tent. The parking areas around the CSU building are almost finished. One load of wood chips will be offloaded out of the way for use in muddy areas.

Walkie Talkies will be plugged in, Batteries tested, Channel set, and Sign-Out log printed by office volunteers.

Southwest Ag will be contacted to confirm the delivery date of the Golf Carts and Shuttle(s). Tonya will ask about use of light towers.

Tonya is planning to have Contract Labor and County workers begin July 26th and 27th to start setting up the Exhibit Hall and other areas of the fairgrounds. Some Board members will also be on-site.

The next Board meeting is Wednesday, July 10, 6:00pm in the CSU Extension Building. Tonya would like available Board members to help write articles for the Pagosa SUN.

The meeting was adjourned at 6:35pm.

Minutes approved July 10, 2024 as written.

Sharon Jennings

Secretary

Archuleta County Fair

2024 Fair Meeting Dates: July 10,17 Aug 14 Sept 11 Oct 9 Nov 13

2024 Fair Volunteer Dinner/Meeting: Wednesday, July 24

2024 Fair Dates: Thursday – Sunday, August 1 – 4

2024 4-H Dog Show: At La Plata County Fair

2024 Quilt Entry & Registration: Friday, July 26 10-2pm Exhibit Hall / **Judging:** Saturday, July 27 Stith Room,

2024 4-H and Open Class Horse Show: Saturday, July 27

2024 Gymkhana: Sunday, July 28