

Archuleta County Fair

Board Meeting Minutes - Wednesday, November 9, 2022

The meeting was called to order by president Tonya Steadmon at 6:00 pm at the CSU Extension building. Board members present: Tonya Steadmon, Bobby McMeens, Sharon Jennings, Emily Martinez, Lesley Mattingly, and Fair Coordinator Alexa Martinez (non-voting member). A quorum, 5 of 7, was present. Cindy Snarr notified the secretary she could not attend due to a health issue. Guest Jodi Scarpa of the Pagosa Springs Medical Center and prospective board member Bridget Mattingly were introduced and welcomed to the meeting.

Special Event – Jodi Scarpa shared information on the 2022 “Tough Enough to Wear Pink?” organization for support on the combined efforts of the Fair and PSMC to bring a Cancer awareness event to the Fair with an effort to fundraise to benefit our local community. Several Colorado Fairs have taken part in such events in the past. The Fair would sign-up to purchase \$250 in TETWP? merchandise to sell at the Fair. A motion to move forward in working with the PSMC on this campaign was made by Bobby McMeens, seconded by Lesley Mattingly, and approved by voice vote. A suggestion to offer free rodeo admission to any cancer survivor was made. Board members should wear the expected pink Fair Board T-shirts. We will check into having the TETWP? Shooting Demo at Fair or at a public event prior to Fair. When the Rodeo Contractor for 2023 is known they will be informed of this event and asked for their support for a ‘pink rodeo’.

Special Item – 1) Suggested 2023 Fundraiser ideas: The Shootist, Magic Show, Comedy Night, 4th of July Carnival (Shane/Event Coordinator of the Tourism Board will be contacted). 2) At the next Work Session, a list of what is involved in Board membership should be made and provided to anyone inquiring about volunteering for the Board. 3) Alvin Schaaf has been selected as the Livestock liaison to the Fair for 2023.

Minutes-A motion to approve the minutes of the October 12, 2022 regular meeting and the notes from the October 25, 2022 Work Session was made by Emily Martinez, seconded by Lesley Mattingly, and approved by voice vote.

Treasurer’s Report-

Sharon will deposit \$ 88.50 to our account for Exhibit Hall premium returns \$6.00, Vets for Vets payment for Ice \$9.00, and 4-H payment for Ice \$73.50. To date the Fair’s Total Revenues are \$25,840.59 and Total Expenditures are \$140,658.54. There were no new invoices submitted for payment. CAFS dues are due January 1, 2023 but the existing password to access the online account is unknown. Sharon emailed CAFS for help to reset our password and update our profile information but has not heard back. A motion to approve the report was made by Tonya Steadmon, seconded by Emily Martinez, and approved by voice vote. Discussion: A question was raised about the necessity of paying Fair pays premiums when they are as low as \$.25. Lisa Vail and/or Terry Schaaf should be asked for the reasoning.

Committee Reports-

Rodeo: Joey Quintana/Mountain Valley Rodeo Co., San Luis Valley/720-243-1419 has expressed his interest to bid as Rodeo Contractor; refer to Fair Gmail account. We will advertise in the Pagosa Sun and other local papers to solicit bids after January 1, 2023. A committee of Tonya, Emily, Bobby, Alexa, and Sharon will gather to draw up a list of requirements to be provided in the solicitation. A face-to-face meeting with all bidders will be scheduled to ensure Fair’s needs are explained and can be met. A Thursday night rodeo will not be scheduled. The Bulls, Broncs, Bares Rodeo will be held Friday evening (this is also the day that PSMC wants to have the

Cancer awareness event); a Saturday rodeo event will be determined (possibly a return of the Ranch-Style Rodeo); the Sunday Kids Rodeo will be held.

Old Business-

- i. CAFS 2022 Convention – Due to scheduling issues, none of the Board were able to attend the convention.
- ii. Sharon shared a copy of the Pagosa Sun newspaper article from October 17 covering the Fair’s discussion with the County Commissioners.
- iii. A copy of the proposed Bylaw changes created during the October 25 Work Session were presented to the Board as the first reading before a second reading and vote in January. Those proposed changes were emailed to Todd Weaver/County Attorney, and he responded that ‘the changes looked good’. The Objectives section needs to be updated once the Mission Statement is revised. Minor clarifications to verbiage and punctuation will be made to Article III Section 3.02 (add ‘volunteer’ prior to ‘working’ and add ‘that operates year-round’ after the first time ‘Board’ appears). Article VI Section 6.03, Article VII Section 7.04, Article VII Section 7.05 will have additions made to clarify cross-training.
- iv. Tonya will invite the CSU staff, 4-H Coordinator, and Livestock Committee Liaison to the Holiday gathering at Los Dos Charros Restaurant on December 2. Existing and proposed Fair Board members and family are also invited.
- v. Work Sessions are scheduled for November 14 at 6:00pm and December 4 at 11:00am to review the Mission Statement, the Livestock Committee MOU, and other documents requiring updates.

New Business-

- i. The BoCC advised that their vote on new Fair Board members will be next week. The application for Board membership submitted by Bridget Mattingly was reviewed by the Board. A motion to accept Bridget Mattingly as a Board member beginning in 2023 was made by Sharon Jennings, seconded by Bobby McMeens, and approved by voice vote. Her application will be forwarded to the BoCC for their next voting session
- ii. Setting up a Credit Card payment program will be researched with assistance requested from Terry Schaaf as needed. WiFi/Internet are needed. Any usage surcharge will be passed to the buyer of the ticket/item.
- iii. Three names have been added to the 2023 Honoree Dedication list: Sarah Martin, Frederick W. Sorenson, Jr., and Jack Rosenbaum who passed in 2022.
- iv. Kent Jennings has added the 2023 Fair dates to the Fair website.
- v. Advertising for new Fair Board members should be made on social media sites like Facebook, added to the website, a notice sent via Sign-Up Genius, and via newspaper if necessary. The list of duties of a board member, being created as noted under Special Items #2, needs to be completed first.
- vi. The Fair Planning Meeting confirming theme, dates, board responsibilities, etc. needs to be added to a work session or next meeting.
- vii. The application for placing the Fair banner on Hot Springs Blvd needs to be submitted to the Town.

The next meeting is January 11, 2023 at 6:00pm at the CSU Extension building. Jodi Scarpa from PSMC plans to attend and share any new information and to hear from the Board. The meeting was adjourned at 7:30pm.

Sharon Jennings
Recording Secretary

Minutes approved January 11, 2023 as written