

Archuleta County Fair Fair Board Meeting November 11, 2020

The meeting, held by Zoom online conferencing and in-person at the CSU Extension office, was called to order by president Kerry Keegan at 6:02pm. A quorum, 7 of 12 members, was present: Kerry Keegan, Sharon Jennings, Tonya Steadmon, Lesley Mattingly, Lisa Vail, Tim Vail, Carol Kelly. Kerry welcomed and introduced our guest, Mary Adkisson, the Livestock Committee Vice President who will be the Livestock Committee liaison to Fair Board meetings.

Special Item: Tonya has completed a new application to become a Fair Board member.

Minutes: A motion to approve the minutes of the October 14 Board meeting as recorded was made by Lisa Vail, seconded by Lesley Mattingly, and approved by unanimous voice vote.

Treasurer's Report:

- a) Lesley reported that an invoice was received from EL Kay for \$1,023.00 for changing out the water fountain to a bottle refill style.
- b) The budget for the Fair Coordinator expenses needs to be changed to \$16,000 to include wages and a laptop computer.
- c) A suggestion to allow a Co-Treasurer was discussed should our treasurer be out-of-contact for an extended period. This may need to be added to the Bylaws.

Committee Reports:

Livestock Committee—Mary Adkisson said the committee is looking at things for the upcoming year. She said the new officers are Cherie Ford/President, Mary Adkisson/Vice President, Brandie Kiker/Secretary, Kendra Hittle/Treasurer.

Old Business:

Fair Coordinator Ad-Hoc Committee: The Ad Hoc committee (Kerry, Jennifer, Tonya) is scheduled to meet November 18th at 6:30pm. Kerry did not think the meetings with Larry and Scott prior to the 2020 event were productive. They told her it was not necessary for the County to be involved in the Fair's day-to-day activities and that the Fair Board did not have to answer to the County except for budget issues. Robin Young will attend the next meeting with the County along with Kerry. b) A new Gmail email account will be set up for Fair Board and Coordinator use. It was suggested that two or more Board members (possibly the president, secretary, and coordinator have access to the email so actions are covered. c) A dedicated, password protected phone line needs to be available at the CSU workroom office for use by the Coordinator and Board. Use of a 'burner' phone was suggested that could be turned in or passed on as roles change.

d) Multiple people should be listed as Fair contacts on the front page of our website for general information or for specific areas: General: Fair Coordinator and/or Kerry Keegan, Rodeo: Kerry Keegan, Exhibit Hall: Lisa Vail, **CAFS/RMAF Convention:** Lisa confirmed that the convention will be cancelled for 2020. She will call in and participate in the next meeting on November 13th.

Livestock Committee Liaison: As noted previously, Mary Adkisson, is the new liaison to Fair board meetings.

New Business:

- a) **Holiday Gathering:** A dinner and gift exchange, including the Board, Livestock Committee, and families will be planned for December 10th starting at 6:00pm if it can be held within the restrictions posed by the pandemic. Kerry will check with Robin Young or Terry Schaaf to use the Exhibit Hall.
- b) **Bylaws Committee:** A work session is scheduled for November 18th at 5:30pm by Zoom or in person at CSU. One item to be discussed is how to handle having a member return to the Board after time-off. Existing Bylaws are on Drop Box, but they were never finalized and approved in 2020.

