

Archuleta County Fair Board Meeting

Minutes

March 9, 2022

The meeting was called to order at 6:09pm by president, Kerry Keegan. Board members present: Kerry Keegan, Sharon Jennings, Stetson Keegan, Bobby McMeens, Tim Vail, Lisa Vail, Jennifer Smith, Cindy Snarr, Kent Jennings. A quorum 9/10 were present. Guests present: Jackie McClelland, Emily Martinez.

Special/Non-Agenda Items: a) A motion to induct Jackie McClelland and Emily Martinez as Board members was made by Sharon Jennings, seconded by Tim Vail, and approved by unanimous vote. b) Kerry spoke with Doug and the County Commissioners about electrical needs but was told they would not be able to work on that this year. c) Kerry and Stetson will be moving out of Colorado so this will be their last fair. d) Bobby contacted Pine Valley Rentals to reserve Light Towers. Jennifer is waiting to hear from United Rentals. Kerry will contact LPEA to check our electrical issues and advise us; they'll be asked where their service ends, and the County service begins. Some light towers have generators (though not very powerful) to plug into should there be power issues. e) Matt Archuleta will be asked about his plan for the walkways around fairgrounds, so it isn't so uneven and rocky. f) Solicit Vendors: Bring Henna artist back; possibly a Jewelry Shop from Durango.

Minutes: A motion to approve the February 9, 2022 minutes as corrected (to add Durango Nature Center to Special Items (e), spelling in Committee Reports (1), spelling of name in Committee Reports (6)) was made by Stetson Keegan, seconded by Tim Vail, and approved by unanimous vote.

Treasurer: No report

Committee Reports:

1a) Entertainment/Music-San Juan Mountain Boys have agreed to perform at Chuck Wagon. Sharon will contact Out On Work Release to perform Friday evening (5-7). Sharon will contact Jeffrey Alan Band and ask them to pencil us in for Saturday night 9-11:30pm. Stetson suggested "Franco" to play after one of the rodeos. The Board needs to listen to PowerDriveUSA at powerdriveusa.com to see if we would like to schedule them. They contacted the Board in late December and at that time were interested.

1b) Entertainment/Other-Bounce House vendors and the San Juan Circus of Durango need to be contacted. San Juan Shootists to be contacted. May set up near old town buildings and allow fairgoers to shoot blanks.

1c) An Entertainment Committee meeting for any Board or interested persons will meet Wednesday, April 13th at 5:30pm just prior to the regular Board meeting. All welcome to give input!

2) Honorees-Sharon mentioned the budget for flower arrangements is only \$50 so would have to be increased if we are to supply flowers to each Dedication family instead of just to one. Angela's Flowers went up to \$15 per arrangement last year and we have added at least six (entire past list). Buying from City Market would be cheaper. Kerry will check to see if flowers can be discounted or complimentary. Sharon needs contact information for honorees. Kerry can provide some and thought Terri House from The Sun might know others.

3) Royalty-Cindy posted the flyers. Eight young ladies have expressed interest. Interviews are set for Tues. and Wed. March 29 and 30 from 5:00-7:00pm at the CSU workroom. Interviewees will be Cindy, Jackie, and Emily.

4) Parking/Logistics-Tim will contact landowner Greg Fulford about parking in the one-acre parcel just north of the Fairgrounds off Mill Creek Rd. In the past, Fair has compensated for land use.

5) Rodeos-Stetson hasn't heard back from the Mini Bulls/Broncs suppliers. Lisa Webb is interested in a full open or PRCA sanctioned rodeo but has not been scheduled. An outfit called Bailey & Tuff Rodeo Company is interested. Prizes or buckles for youth and cash for adults will have to be determined. Emily knows Kyle who is a rodeo announcer if we need one.

6) Livestock Committee-No report from liaison. Board needs to notify Livestock that they will have to coordinate with Sunnyside Meats if that is still a request from Jason Cox. Lisa will contact Mary about hotel rooms for Judges.

Old Business:

a) The CPR Closet in the Exhibit was cleaned out by Tim and Lisa with help from CSU staff.

b) Kerry feels moving to a 501(c)5 organization should be tabled after speaking with Robin Young and considering the effort it will take to coordinate this with the County and to ensure year-after-year consistent staffing of the president and treasurer positions. She will try working with the County on a happy medium between current County financials and the 501(c)5 financials; she will attempt to get a credit card that Fair can use upfront for purchases. LeeAnn Martin has resigned from the County. Elsa White is our contact for State Stimulus Fund reimbursements. A County employee liaison to Fair was suggested.

c) Kerry will check with the BoCC about applications and if background checks are still needed for new board members.

- d) The Board Responsibility Sheet was passed to obtain more leaders for each area.
- e) Lisa is working with Alexa on a Regalia order for Ribbons and Plaques. Name plates will be ordered for some photos in the Exhibit Hall that are missing.
- f) A Budget meeting is planned for Wednesday, April 13th at 5:00pm. Anyone who spends money should attend to ensure funds are set aside for your area.
- g) The Treasurer will ensure financial documents are updated.
- h) Mountain Peak Rentals has been confirmed through Bobby McMeens.
- i) The Kids Train maintenance status is unknown. Kerry will check with Charlie Lyons to see if it's been delivered to the school as time for the students to work on it is getting shorty.
- j) Jennifer and Cindy will update and prepare the Ranch Brand letter for mailing.
- k) There is no update on the Janitor bid.
- l) Cindy spoke with Lea of Legit Outdoors who committed to working with Fair this year. Her bid needs to be supplied to the Fair Board so we can ensure it is budgeted for properly.
- m) Jennifer is working on the Fair Poster. New Ranch Brands need to be added if known early enough.
- n) Kerry and Alexa will work on a paragraph that Robin Young can add to her Extension Viewpoints article.
- o) Emily is working on finding staffing for the Kids Games Tent by one group or by splitting up days/times so several groups can take part. The Lutheran School, Pagosa Open Peak School, Valor, and Kids Play Place are some suggestions she'll be checking with. Before purchasing storage bins for crafts Sharon will send information to Emily to see if they are crafts she might be interested in for the Kids Games Tent; if not, bins will not be purchased.
- p) Cindy and Tim will meet on the forms needed for each of the Education Booth attendees. Tim has several interested parties (NRCS, Conservation District) and activities including the Riparian Trailer, Rainfall Simulator, Science Health Trailer. Jerry Archuleta will make up little packets for fairgoers. The Women Cattle Rancher's Group has been contacted and would like booth space and will have hand-outs available. Other suggestions to be contacted include the Durango Nature Center (Emily), the State Police DUI Simulator (Emily), and State Insectary (Tim) who have a demo and will distribute larvae packets for fairgoers. Tim will check with Doug from Parks and Wildlife. Emily will check on a Fire Department demo. Sharon will ask Robin Young to contact Dr. Barb Shaw to see if a Wacky Science Fun demo will return. Emily suggested a cultural display of the Ute, Jicarilla, and Navajo tribes. She would need information on dates and what is expected, and the booth form.
- q) Ordering new light weight/light colored Board T-Shirts still to be checked on.

New Business:

- a) Sharon will contact last year's Sound Technician, Brad Sumpter, as the Board was happy with him; same price as 2021.
- b) Elsa White is our contact for reimbursements from State Stimulus Fund spending. Lisa will source the various racks for the exhibit hall. She also said metal mounting stands for the yard signs needs to be purchased. The 6-foot tables, traffic cones, etc. still need to be purchased. Any purchase requests can be brought up at the Budget meeting April 13th.
- c) As soon as Honoree, Royalty, and Entertainment details are known forward to Kent for the Fair Book.
- d) The updated Vendor Agreement needs to be updated and sent to Kent to update the website by May.
- e) An updated fairgrounds layout/map needs to be created.
- f) Kerry will contact Kenny Rogers/Rotary to ensure they will staff and supply Beer Garden and get liquor license.
- g) Tonya will take care of the quote for the Port-A-Johns and Hand Washing Station(s).
- h) Lisa is working with Becky Jacobson to finalize plans for the Exhibit Hall Judge's letters.
- i) Ranch Brand letters is being worked on (see also Old Business (j)). The usual request is for \$25.00.
- j) Sponsorship requests should be ready by May. The Board and/or volunteers can go business-to-business and hand-deliver the letters.

The meeting was adjourned at 7:30pm. The next Board meeting will be Wednesday, April 13 at 6:00pm at the CSU building. On the same day, a Budget meeting will be held at 5:00pm and an Entertainment meeting held at 5:30pm. Come up your requests for funds and your fun ideas for activities!

Sharon Jennings/Secretary

Minutes approved May 11, 2022 as written.

2022 Fair Board Meetings	April 13	May 11	June 8	July 6,13,20,27	September 14
2022 Fair Dates	Thursday through Sunday, August 4 through 7, 2022				
Overall Theme	A Timeless Tradition				