

Archuleta County Fair Board Meeting

Agenda for June 14, 2023 - 6:00pm

In-person meeting at the CSU Extension Building, 344 Highway 84, Pagosa Springs.

- A. Call meeting to order
- B. Welcome and Introduction of Guests
- C. Roll Call (quorum = x / x)
- D. Special Item/Open Forum (items not on agenda)
- E. Minutes – May 10
- F. Treasurer’s Report
 - 1) Deposits; 2) Invoice Approval; 3) Final Invoices/W-9 due July 13 noon; 4) Sponsorship Thank-You
- G. Committee Reports
 - 1) Rodeo: 1) Pink Rodeo Box Seats 2) Lifetime Memberships
 - 2) Entertainment/Music:
 - 3) Entertainment/Other: a) Karaoke, b) Hotel Rooms for 3 nights-Wildman Phil (4 people)
 - 4) Exhibit Hall-1) Fair Entry /4-H June 15-July 7; Fair Entry/Open Class June 15-August 1(?). 2) Ask Lisa to train on Fair Entry program (Becky J unavailable). 3) Will Kathy/Pagosa Baking also judge Open Class Foods/Baked Goods? 4) Contact all existing Judges by phone or email; ask for response and confirm with contract by email/mail.
 - 5) Honorees-
 - 6) Royalty-
 - 7) Livestock Committee-
- H. Old Business
 - 1) Contact San Juan Rangers to help set up parking lot and monitor parking
 - 2) Hotel Accommodations-Sponsorship Status. Need two rooms (4 people Th,Fr,Sa) Wildman Phil, One Double Room Quilt Judge and Scribe
 - 3) Review of May DJ/Dance
 - 4) Status of Board Member applications from BoCC
 - 5) Senior Center Tent update
- I. New Business
 - 1) Fair Poster (to 4-H by July 6); Labels for old Auction cards (to 4-H July 6)
 - 2) 4-H Promo Day (Wed. July 12)
 - 3) Yard Signs - Change dates; (Post early July)
 - 4) Website Updates: Sponsors, Vendor Forms, Education, Exhibit Hall, Daily Schedule
 - 5) Contract Labor: Write and Submit Ad for late June. Set date in early July for Interviews
 - 6) Community Service Workers: Determine Days/Times, Submit to Terry Schaaf/CSU
 - 7) Tourism Board meeting update
 - 8) Begin work on 2024 Budget
 - 9) Wood Chips Order-Confirm delivery date and loads needed
 - 10) Conservationist of the Year-On Schedule ‘Presented by San Juan Conservation District’ (they buy plaque)
 - 11) Review Activities on Monthly Fair Coordinator To-Do List
 - 12) Kids Games-Activities and
 - 13) Southwest Ag-Golf Carts, Shuttles
 - 14) Print Fair Book for 4th of July Quilt Show, Parade, CSU Office
 - 15) Order Flowers for Royalty and Honorees
- J. Next Meeting – Wednesday, July 5, 6:00pm. Meetings are every Wednesday in July unless not needed.
2023 Board Meetings: July 5,12,19,26 August 9 Wrap-Up Sept 13 Oct 11 Elections
2023 Fair Dates: Thursday, August 3 – Sunday, August 6
2023 Pre-Fair Events: 4-H Dog Show July 22; Horse Show & Gymkhana July 29 & 30
2023 Volunteer Dinner/Meeting: Wednesday, July 26 at 5:00pm