

**Archuleta County Fair
Minutes of the Board Meeting
November 10, 2021**

The meeting, held at the CSU Extension building, was called to order at 6:08pm by president, Kerry Keegan. A quorum of members (6 of 10) was present: Kerry Keegan, Stetson Keegan, Sharon Jennings, Tim Vail, Lisa Vail, Jennifer Smith; and Fair Coordinator Alexa Martinez. Bobby McMeens was welcomed.

Special Item: 1) Kids Games Coordinator: Julie Simmons will talk to her school about getting young people interested in participating in the Fair by attending or creating exhibits. She will consider coordinating Kids Games. Alexa will talk with her sister, Emily, from the Lutheran Church also about taking over Kids Games. If both groups are interested, they can split days (2 and 2) or split hours (half day each day). 2) Pie Eating Contest: A suggestion was made to find a volunteer who would bake mini pies for the contest. 3) Kids Train: Kerry contacted Becky at the High School and the class is willing to evaluate the needs of the train, provide a parts list, and make the repairs. Kerry will contact Charlie Lyons to see if he can haul the train to the school. Kerry will coordinate with Michael Torres about repairing the Mule (that pulls the train); Bobby said he could get it hauled to Michael for the repairs. 4) Jennifer is participating in the Skijor Pagosa County event January 22-23 at the Fairgrounds and suggested Board members attend. 5) Two volunteers should be solicited to assist the Board with projects through the year and to solicit Fair volunteers. 6) Kerry will start a review on the yearly 'Fair Manager Monthly To Do List'.

Minutes: A motion to approve the October 13, 2021, minutes was made by Jennifer Smith, seconded by Lisa Vail, and approved by voice vote.

Treasurer: Kerry said the Fair owes the County about \$2,800. Alexa and Tonya Steadmon plan to sign up for a class for Fair managers. QuickBooks will need to be purchased for the Treasurer.

Old Business-

- a. 2021 Budget: Kerry requested two computers be purchased; one using existing 2021 budgeted funds if it can be purchased before end-of-year bills have to be turned in and one using the 2022 Stimulus grant funds. One computer will be for the Fair Treasurer and one for the Exhibit Hall; a printer will also be purchased.
- b. Holiday Gathering: Sharon contacted Los Dos Charros Mexican Restaurant, but they are not taking reservations. She will check again or ask about catering at the CSU building.
- c. State Stimulus Funds: The State of Colorado/Department of Agriculture awarded the Archuleta County Fair a grant of \$44,583.00. Kerry confirmed that the County had received the payment and she made them aware that it was for Fair expenses, not for the general County fund. The grant must be spent by June 30, 2022 and specifies monies are to be spent as listed in the application. An email received after the award indicates they will not be requiring copies of receipts for purchases, but the Board concurs that receipts should be kept. The State does want Fair pictures and success stories.
- d. Sharon and Kent will hang any necessary honoree and royalty pictures in the Exhibit Hall.
- e. Attic Clean-Up: Six Board members worked for several hours Saturday, November 6th moving materials from in front of the heater units, restacking wooden frames, and tossing obsolete items (old awards, wood, picture frames). Some sorting was done in the Exhibit Hall closet; another workday will be scheduled for this area.
- f. Kerry spoke with the County and determined the correct designation was 501(c)(5) which is used by other Colorado fairs. Before taking a vote to move forward more information is needed to see how this would affect our finances, our relationship with the Livestock Committee, officer's liability, errors & omissions insurance,

