

# Archuleta County Fair Board Meeting

## Minutes for July 17, 2024 6:00pm

The meeting, held in-person at the CSU Extension Building, was called to order at 6:03pm by president, Emily Martinez. Board members attending: Jane Davison, Tabitha Hart, Janae Sutherland, Alexa Martinez, Becky Ziminsky, Emily Martinez, Sharon Jennings, and Fair Coordinator Tonya Steadmon. A quorum was present 7 of 8.

Special Items: 1) Randy Betts agreed to loan his lift to install lights in the tents. 2) Becky Z. will contact Wilderness Journeys about borrowing a small shuttle to run between the overflow parking lots and the fairgrounds. Tonya will find out if Fair can use the County van as a shuttle if a driver is available. For 2025, Wolf Creek Ski Area will be asked if Fair can use their shuttle. 3) It was agreed that Wolf Creek Gun & Bow could bring and staff their dunk tank next to their tent. 4) 4-H notified Fair that Chuck Wagon tickets can now be sold in advance of Fair and on Thursday, Friday, and Saturday. There will be a new entrance area to reach the food line. 5) Tonya will revise Sign-Up Genius to remove some of the spaces for Office Volunteers. 6) Either Becky Z or Emily will pick up the Durango Motors banner when they are in Durango.

A motion to approve the minutes of the July 10<sup>th</sup> board meeting was made by Becky Ziminsky, seconded by Tabitha Hart, and approved by voice vote.

Jane reported deposits of \$880 from vendor fees, ranch brand, and rodeo box seats. Checks for the security deposit of \$240 for the Sheriff and \$112 for judges (split with Livestock Committee) were paid. She received the petty cash check. On-hand checks for Entertainment, etc. are in the safe.

### Committee Reports

Entertainment/Music-The Ricochet tour manager requested a hotel room for the band's driver. Eight band members need to be taken to the hotel Thursday afternoon and driven back to the fairgrounds at about 7:00pm. Their tour bus needs a 50amp hook-up for A/C, etc. They need help unloading and reloading their equipment. Ricochet would like to use the "Pink" tent in the arena on Thursday for merchandise sales and may need a Board member or volunteer to assist. Eight deputies will be on site during the concert. Emily will contact Chris at KSUT and Jenny at KWUF to advertise the Ricochet Concert and play one of their songs. A warning was issued that scam emails trying to sell tickets were going around on social media; tickets are only sold using the GiveButter app and at the gate. A motion to provide one meal voucher to band members from all four bands to Fair food trucks was made by Alexa Martinez, seconded by Sharon Jennings, and approved by voice vote.

Entertainment/Other-1) A motion to set prices for the Mechanical Bull Ride at \$3.00 for a photo on the bull, \$5.00 for one ride/try, and \$10.00 for 3 rides/tries was made by Jane Davison, seconded by Alexa Martinez, and approved by voice vote. 2) There will not be a Corn Hole Tournament.

Exhibit Hall & Quilt Program-Jane has met with Faye Troisi of the Piecemakers Quilt Guild to fine-tune activities. Jane will work on the Superintendent boxes.

Honorees-Sharon has not received interview questions back from the Supers; she will call, text, and/or email again.

Livestock Liaison-The animal wash racks were expanded. Concrete work is finished. Studs Lumber delivered lumber for the new cages. A 10'x20' Buyer's tent is needed and will be paid for by the Livestock Committee.

Rodeos-The TETWP committee needs a good-sized tent which will be set up east of the grandstand area. A 50/50 Drawing will be offered during the Friday and Saturday rodeos. A wagon to carry survivors into the arena is being sought; we will ask to use the one the Bayfield Belles has. The Rodeo Contractor has not been responsive to calls, emails, or texts; their check is in the safe. Box Seats will be sold for Friday through GiveButter.

Royalty-The daily activity schedule for Royalty is being finalized. It was suggested that Royalty visit each area and event of Fair to welcome vendors, exhibitors, etc. Janae will not be available on Thursday or Friday; Tabitha will assist when available. Lyn Varrati will not be attending to assist this year.

### Old Business

The workday to clear trash from the overflow parking lots across Mill Creek Road will begin at 8:30am on Friday, July 19<sup>th</sup>. Tonya will use rebar and caution tape to cordon off unsafe and no-parking areas in the three overflow lots.

Bobby McMeens will be asked which day help is needed to install lighting in tents.

The workday on July 26<sup>th</sup> will be to set up fencing, assist Spanish Fiesta set-up, prepare Exhibit Hall for Quilt Entry. Contract labor and Community Service workers are expected to assist available board members.

The inflatable animal costume walk-around was fun; some photos were posted on Fair's Facebook page; positive input has been received. Yard signs will be placed on Highway 84 and at individual homes. Tabitha will take the Fair banner to Parks and Recreation to be hung over Hot Springs Blvd. The County must approve news articles before being published. The Volunteer article has been completed.

Taco Boxes from Santy's for the volunteer dinner will be ordered and paid for early July 24; Becky Z will pick the order up on her way to the meeting. Alexa, Tabitha, and Sharon are bringing cookies. CSU staff will not be able to attend due to a mandatory 4-H meeting.

The workday for making Sponsor Incentive Packet is in the works. Sharon is sending emails to sponsors about picking up their packets in the office; they are not being mailed.

A decision to change the prices of the Mechanical Bull ride was discussed under Committee Reports/Entertainment-Other. Sharon will create a flyer for posting around the fairgrounds.

### **New Business**

Alexa shared that the final kid's game donated last year has been received. There is no coordinator to oversee the area; games will be open play. Painting for Archie the Rock Snake will be in the Kids Games area. Tabitha is bringing rocks, paint, and brushes.

Layouts for food vendors, merchandise vendors, and education exhibitors including their requests for electricity, water, and signage, are being worked on. Changes are expected as vendors begin to arrive on Wednesday, July 31<sup>st</sup>.

Individual Board members reported on known days when they cannot be at Fair. Some will be on site early each morning and others are able to stay late to close up after the music events.

The ice freezer and first load of ice will be delivered by Thursday morning. Each 7# bag is \$5.00 as a convenience for all tent users except for Fair, Chuck Wagon, Livestock, and Beer Gardens which will be at cost of \$2.50 per bag. Board members will monitor the ice sign-out sheet, ice removal, and deliver ice to tents as needed, if not picked up. It is hoped that the County may eventually be able to source a used freezer for Fair/4-H/CSU in the future.

The meeting was adjourned at 7:18pm. The next meeting will be Wednesday, August 14<sup>th</sup> at 6:00pm. This is a board wrap-up meeting.

Sharon Jennings  
Secretary  
Archuleta County Fair

Minutes approved August 14, 2024 as corrected.

**2024 Fair Board Meeting Dates:**

<b>August 14</b>	<b>Wrap-Up</b>
<b>September 11</b>	
<b>October 9</b>	<b>Officer Elections for 2025 &amp; Decision to Serve for 2025</b>
<b>November 13</b>	<b>First meeting of the 2025 Fair Board</b>
<b>December</b>	<b>No meeting</b>

**2024 Fair Volunteer Dinner/Meeting: Wednesday, July 24**  
**2024 Fair Dates: Thursday – Sunday, August 1 – 4**