



MEETING MINUTES
JANUARY 10, 2024

The meeting was called to order at 5:39 PM by Chairman, Nick Ladd (telephonically). In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman (telephonically)
Karmin Addleman – Treasurer/ Youth Rodeo Superintendent
Stacey Etchemendy – Secretary
Giselle Grimes – Board Member
Kelsey Stephens – Fair Manager
Kellynne Doyle – 4-H Educator

Via Google Meets:

Sarah Stoltenberg – Static Superintendent
Erin Dona – Sheep/ Goat Superintendent
Devonie Mueller – Barn Superintendent

I. Minutes from last meeting

Board Secretary:

- a. Minutes from regular meeting will be presented by Nick at next meeting.
- b. Stacey presented minutes from the Special December board meeting. Karmin made a motion to approve, and Giselle seconded. Motion carried.

II. Treasurer update

Treasurer:

- a. As of December 31, 2023
 - i. Operating Account -\$238,582.81
 - ii. Clearing Account - \$48,469.44
 1. A/R - EOG - \$2,500
- b. Jim made a motion to approve the following transactions.
 1. Bills to approve –
 - a. Atlas Reproduction \$93.60 (tagging forms)
 2. Stacey seconded and motion carried.
 3. Stacey made a motion to file the treasurers report for audit, Giselle seconded.

Old Business

- III. Fair Scheduling
 - a. Due to events happening on the Wyoming State Fairgrounds, there has been scheduling conflict and the board has met with WSF Manager Cortney Conkle and the WSF to resolve these issues.
 - b. A special board meeting was held via google meets on December 21·2023 to approve spending for additional labor needed to prepare facilities for the county fair. This was needed due to the tight turnaround of the facilities.
 - c. See the attached drafted schedule which will be presented to the WSF staff to move forward with the contract process.
- IV. Fair Manager update – Please see attached.
- V. Update from 4-H Educator
 - a. Beef tagging date to be held at the Wagonhound feedlot has been moved due to extreme weather conditions. Dates have been sent out and advertised.
- VI. Update from Douglas FFA – none
- VII. Update from Glenrock FFA – None
- VIII. Market Sale Committee Update Representative: Jim Dona
 - a. The committee will be meeting on Wednesday, January 17th, 5:30pm at the Fort Diablo in Glenrock.
- IX. Converse County Youth Rodeo Superintendent: Karmin Addleman
 - a. No new updates
- X. Ranch Rodeo – Superintendent: Alex Smith
 - a. Alex has provided the board with a form to complete for sanctioning with the Big Sky Ranch Rodeo. Prior approval of the application fee was approved at an early meeting for \$250.
- XI. Tractor Pull Representative: Nick Ladd
 - a. No New Updates
- XII. Superintendents
 - a. Static
 - i. Sarah has been working with Kelsey to rework the static area categories and will have this ready to put in the fair book.
 - ii. Sarah would like to look at doing a sweepstakes award for the static youth, details will be brought before the board and a later meeting.
 - b. OPEN Livestock Shows
 - i. Giselle is going to head this and work on getting the details for the cow/calf and pen of 3 sheep classes together.
 - c. Judges
 - i. Devonie, Karmin and Stacey are going to set up a virtual meeting to begin the hiring process.

New Business

- XIII. WSF Contract
 - a. Kelsey Will get the drafted schedule to Cortney and she will begin working on the contract. Once the contract is ready, two board members will need to meet with Kelsey and Cortney to review and sign the contract.
 - b. PRCA Xtreme Bronc Event
 - i. PRCA board is meeting on January 22nd and will review the application at that time.
 - ii. Money added is a minimum of \$15,000
- XIV. Beef Tagging
 - a. Dates are set and everyone is ready for these two opportunities.
- XV. 2024 Fair Theme
 - a. Kellynne will reach out to clubs, FFA chapters and members to ask for input to be presented at the February board meeting.
- XVI. Sponsorship Acquisition

- a. Discussion of looking for a new company/ individual to help the board with these efforts. Please email the board with name suggestions.
- XVII. New Office Update
 - a. Internet post is in and should be up soon.
 - b. Kelsey is working on the phone.
 - c. A space heater needed as the office is very cold and there is only one thermostat that the other side of the building operates. Karmin made a motion to allow Kelsey to use the debit card to purchase a space heater. Stacey seconded and the motion passed.
- XVIII. Jim made a motion to have a working meeting on January 31, 2023. Time and location will be sent out via email.
- XIX. The meeting was adjourned at 8:14PM. Next meeting will be February 13th, 5:30pm at the CC Fair Office.
- XX. Executive session - none

Converse County Fair
Balance Sheet
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Converse County Bank - 839	236,469.10
CCB-6036 - Market Sale Acct	22,269.99
Total Checking/Savings	258,739.09
Accounts Receivable	
Grants/Foundations	
Converse County 2023/2024	49,625.00
Total Grants/Foundations	49,625.00
Market Sale A/R	2,490.21
Total Accounts Receivable	52,115.21
Total Current Assets	310,854.30
Fixed Assets	
Fair Equipment	
Sound System	1,610.00
Total Fair Equipment	1,610.00
Office Equipment	1,496.25
Total Fixed Assets	3,106.25
TOTAL ASSETS	313,960.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,867.50
Total Accounts Payable	2,867.50
Other Current Liabilities	
Payroll Liabilities	837.50
Total Other Current Liabilities	837.50
Total Current Liabilities	3,705.00
Total Liabilities	3,705.00
Equity	
Retained Earnings	167,581.37
Net Income	142,674.18
Total Equity	310,255.55
TOTAL LIABILITIES & EQUITY	313,960.55



Fair Manager Report:
Kelsey Stephens
January 2023

- All remaining buckles were delivered, expect the Res. Champion Gelding & Beef Pens
- 2024 Fair Book- Should be 2 weeks and a completed copy will be sent out to board for approval
- Needing mini class verbiage.
- Updating Classes for Fair Book and Sho Works
- Drafted Schedule for the 2024 Fair Year-
- Wrote and gave WSF a proposal for our fair dates
- Drafted New tagging forms for beef. \$93.60 is how much it will be for the forms.
- Buckle order for 2024 is in the works, in February I would like to get approval to order the 1st round of buckles.
- Bear Creek is behind on orders and Jackets have not yet been received
- Black Hills Energy- Is interested in a sponsorship. What should I send them?
- Maintained Emails

Scheduling for the 2024 Converse County Fair

Why- Going a week later is putting us against larger fairs in the state- Negative finding processing. Bigger State events happening taking away the community involvement in our fair.

What to move- Horse Show to Monday the 22nd to finish out our fair. Static to Monday the 15th or into the week prior. Dog and Cat show on Monday the 15th. Later pen set up on monday 8pm.