



MEETING MINUTES  
NOVEMBER 16, 2023

The meeting was called to order at 6:33 PM by Chairman, Nick Ladd. In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman

Karmin Addleman – Board Member/ Youth Rodeo Superintendent

Stacey Etchemendy – Board Member

Kelsey Stephens – Fair Manager

Kellynne Doyle – 4-H Educator

Those absent were:

Giselle Grimes – Board Member

I. Minutes from last meeting

*Board Secretary:*

- a. Karmin made a motion to approve the minutes as presented, Jim seconded, and the motion carried.

II. Treasurer update

*Treasurer:*

- a. As of October 31, 2023

- i. Operating Account -\$208,208.64

- ii. Clearing Account - \$107,161.79

- 1. A/R - EOG - \$2,500

- b. Jim made a motion to approve the following transactions.

- 1. Bills to approve –

a. Dolly's Bookkeeping	\$340.95	-	Opp. Account
b. Lindsey Falkenberg	\$1500.00	-	Opp. Account
<ul style="list-style-type: none"><li>i. CCF 2023 Photographer</li></ul>			
c. Bear Creek Originals	\$1,496.25	-	Opp. Account
<ul style="list-style-type: none"><li>i. Award jackets, static and herdsman'ship</li></ul>			
d. Wyoming State Fair	\$8,621.45	-	Opp. Account
<ul style="list-style-type: none"><li>i. CCF 2023 Facility Rental</li></ul>			

e. Showworks \$474.25 - Opp. Account  
i. CCF entries fee

Nick seconded and motion carried.

2. Deposits – NONE
3. Jim made a motion to file the treasurers report for audit, Stacey seconded.
4. Stacey made a motion to add Jim Dona and Karmin Addleman while removing Mitch Falkenberg on both the Operating and Clearing checking accounts at Converse County Bank. Nick seconded the motion, motion carried.

III. Fair Manager update – Please see attached.

IV. Update from 4-H Educator

- a. Kellynne provided an explanation and answered questions regarding her prior request to add a miniature breed class to the market beef portion of the county fair. Also being requested was allowing a lower minimum weight specification to enable these projects to sell through the Junior Market Livestock sale.
- b. After much discussion, Karmin made a motion to establish a miniature breed class within the market beef show while not allowing the miniatures to sell in the sale this year. The board and educator will be doing more research as to how this could be allowed in the coming years. Beef showing in this class will be required to be less than a 48" hip height and declare this at the January weighing and tagging.
- c. Kellynne also mentioned the overlap of State Shoot with the 2024 County Fair dates.

V. Update from Douglas FFA – none

VI. Update from Glenrock FFA – None

VII. Market Sale Committee Update

Representative: Jim Dona

- a. NONE

VIII. Converse County Youth Rodeo

Superintendent: Karmin Addleman

- a. A tentative date was set for Sunday, July 21<sup>st</sup> – while still waiting to hear WJRA finals dates.

IX. Ranch Rodeo –

Superintendent: Alex Smith

- a. Alex has requested to move the Ranch Rodeo to 6pm on the same Saturday, July 20th.

X. R Squared Consulting Update  
Becky Podio

Contract Personal: Reba Talbott &

- a. Stacey notified the board that the current proposal R squared had brought forward has expired. Nick read answers from Reba and Becky regarding questions that had arisen at the last meeting.
- b. Jim made a motion to requested another proposal with updated dates, as long as the proposal remains the same a vote will be made regarding this proposal via email. Stacey seconded and the motion carried.

XI. Superintendents

- a. Kelsey has been working with livestock, and static superintendent to fine tune the fair book and show works.
- b. Jim made a motion to move forward with contracts for superintendents. All compensation will stay the same. While also creating a Community Event Superintendent position that will be compensated with a camp spot and \$1,500. Karmin seconded and the motion carried.

### **Old Business**

XII. New Office

Kelsey Stephens

- a. Still needing phones and internet
- b. Nick has been working with visionary to get a post in place to put the dish on for internet.

- c. Karmin made a motion to set up a cell phone account rather than going with a two-year contract for phones with visionary. Stacey seconded and motion carried.
- d. Jim made a motion to approve up to \$1,600 on the new signage for the building. This includes a \$500 donation to the Douglas FFA for making the frame and the materials. Stacey seconded; the motion carried.

### **New Business**

- XIII. Karmin presented the contracts and detailed information regarding the Xtreme Broncs PRCA event. Jim made a motion to approve moving forward with contracting the event once approval from the County Commissioners has been given per the bylaws this is required. Stacey Seconded. This event will be held on Monday, July 15<sup>th</sup>.
- XIV. Drafted Schedule
  - a. Details of any changes were discussed, and a final copy will be presented at the next meeting.
- XV. Officer elections
  - a. Nick nominated Karmin for Treasurer, Karmin accepted the nomination and was unanimously voted in by the four members present.
  - b. Nick nominated Stacey for Secretary, Stacey accepted the nomination and was unanimously voted in by the four members present.
  - c. Stacey nominated Nick for Vice Chair; Nick declined.
  - d. Nick nominated Jim for Vice Chair, Jim accepted the nomination and was unanimously voted in by the four members present.
  - e. Jim nominated Nick for Chairmen, Nick accepted the nomination and was unanimously voted in by the four members present.
- XVI. Stacey made a motion to purchase a monthly online Canva subscription for Kelsey to work with our brand package in social media and other information and advertising efforts. The subscription will be \$12.99 monthly. Jim seconded and the motion passed.
- XVII. The meeting was adjourned at 8:14PM. Next meeting will be December 6, 2023, 5:30pm at the CC Fair Office.
- XVIII. Executive session - none

**Converse County Fair**  
**Balance Sheet - All Accts**  
As of November 14, 2023

	Nov 14, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Converse County Bank - 839	254,668.69
CCB-6036 - Market Sale Acct	22,269.99
<b>Total Checking/Savings</b>	276,938.68
<b>Accounts Receivable</b>	
<b>Grants/Foundations</b>	
Converse County 2023/2024	49,625.00
<b>Total Grants/Foundations</b>	49,625.00
<b>Market Sale A/R</b>	2,490.21
<b>Total Accounts Receivable</b>	52,115.21
<b>Total Current Assets</b>	329,053.89
<b>Fixed Assets</b>	
<b>Fair Equipment</b>	
Sound System	1,610.00
<b>Total Fair Equipment</b>	1,610.00
<b>Office Equipment</b>	1,559.25
<b>Total Fixed Assets</b>	3,169.25
<b>TOTAL ASSETS</b>	<b>332,223.14</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	340.95
<b>Total Accounts Payable</b>	340.95
<b>Other Current Liabilities</b>	
Payroll Liabilities	941.26
<b>Total Other Current Liabilities</b>	941.26
<b>Total Current Liabilities</b>	1,282.21
<b>Total Liabilities</b>	1,282.21
<b>Equity</b>	
Retained Earnings	167,359.37

**Converse County Fair**  
**Balance Sheet - All Accts**  
As of November 14, 2023

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	<u>Nov 14, 23</u>
Net Income	<u>163,581.56</u>
Total Equity	<u>330,940.93</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>332,223.14</u></u></b>