



MEETING MINUTES
MARCH 13, 2024

The meeting was called to order at 5:36 PM by Chairman, Nick Ladd. In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman via telephone

Karmin Addleman – Treasurer/ Youth Rodeo Superintendent via telephone

Stacey Etchemendy – Secretary

Kelsey Stephens – Fair Manager

Alex Smith – Ranch Rodeo Superintendent, Sibylle Smith- Guest

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
 - a. Stacey distributed meeting minutes to be reviewed. Karmin made a motion to approve, and Jim seconded. Motion carried.

- II. Treasurer update Treasurer: Karmin Addleman
 - a. As of February 29, 2024
 - i. Operating Account -\$226,335.69
 - ii. Clearing Account - \$34,396.64
 - b. Jim made a motion to approve the following transactions.
 1. Bills to approve –
 - a. Dolly's Bookkeeping - \$78.75
 2. Stacey seconded and motion carried.
 3. Stacey made a motion to file the treasurers report for audit, Jim seconded.

- III. Update from 4-H Educator
 - a. Theme has been voted on and will be presented to the board for a vote, Blue Ribbons and Blue Jeans
- IV. Update from Douglas FFA – none.
- V. Update from Glenrock FFA – None

- VI. Update from Committees
 - a. Market Sale - Jim Dona
 - i. The committee will be meeting next week.

- VII. Superintendents
 - a. Sheep:
 - i. Jim would like to propose adding a speckle and white face class. Stacey made a motion to make this change and Jim seconded the motion.

- VIII. Judges
 - i. Stacey asked for a motion to approve offering the dog judge position to Michelle Castiline, she judges the show in 2023.
 - ii. Kelsey is sending out contracts for judges approved at the February meeting.

- IX. Converse County Youth Rodeo Superintendent: Karmin Addleman
 - i. The rodeo will need a total of 6 buckles again this year (3) for girls, and (3) for all around boys. Age groups will be Pee, Junior and Senior.
 - ii. Reserve awards will be halters, only (5) are needed as there is one left over from last year.

- X. Ranch Rodeo Superintendent: Alex Smith
 - a. Alex is working with TJ Fenster on all WSRRA sanctioning.
 - b. Alex is working with a contractor out of Newcastle to possibly provide mini bucking bulls to add to the event.
 - c. Alex provided the board itemized expenses for the Ranch Rodeo as well as added money and awards.
 - d. Stacey made a motion to approve spending up to \$10,800.00 on this event, Jim seconded, and the motion passed.

- XI. PRCA Xtreme Broncs Representative: Karmin Addleman
 - a. Final approval from the WSF and County Commissioners has been received.
 - b. Karmin is moving forward working with stock contractors as well as contract personnel.
 - c. Stacey made a motion to pay \$15,000.00 to the PRCA for fees due at this time. Jim seconded the motion and the motion passed.

- XII. Fair Manager update – Please see attached. Fair Manager: Kelsey Stephens
 - a. Kelsey has the first order ready for the board to approve. Jim made a motion to spend up to \$10,000 on the first order for award buckles, Stacey seconded, and the motion passed.
 - b. Kelsey has the bids ready to publish in the newspaper for public notice. Stacey approved publishing the bids and spending up to \$300 on this effort, Karmin seconded, and the motion passed.
 - c. Kelsey has been reviewing pictures from the past years contracted photographer and would like to propose subscribing to a web service that would allow fair goers and families to access and download pictures at a higher resolution and more effective manner. Stacey made a motion to subscribe to pixieset costing \$288.00 per year. Karmin seconded and motion passed.

Old Business

New Business

- I. 2024 Fair Theme
 - a. The selected fair theme by 4-H/ FFA members and families is “Blue Ribbons, Blue Jeans” the board unanimously passed the vote to implement this theme for the 2024 fair.

- II. Ninja Warrier Course Representative: Stacey Etchemendy
 - a. Stacey had sent out the quote as well as discussed, this event opportunity with board members the February morning as well as the meeting with the WSF staff. Jim made a motion to move forward with establishing a contract and deposit for the Ninja Warrier Course event and sending a deposit of 50% totaling \$6,250, Nick seconded, and the motion carried.

- III. Tractor Pull Representative: Nick Ladd
 - a. Nick would like to request a \$3,500 deposit for the event. Stacey made a motion to approve sending this deposit, Karmin seconded, and the motion passed.
 - IV. Sponsorship
 - a. Nick completed a interim contract and had it reviewed and approved by the County attorney. This contract was then distributed to the interested contractor. The contract has not been received back at this time. Stacey made a motion to adopt the interim sponsorship contractor contract as the 2024 County Fair contract to be distributed, Karmin seconded the motion and the motion passed.
 - V. The meeting was adjourned at 7:32PM. Next meeting will be April 9, 2024, 5:30pm at the CC Fair Office.
- Executive session - none

Converse County Fair
Balance Sheet
As of March 13, 2024

	Mar 13, 24
ASSETS	
Current Assets	
Checking/Savings	
Converse County Bank - 839	223,011.01
CCB-6036 - Market Sale Acct	24,769.99
Total Checking/Savings	247,781.00
Accounts Receivable	
Grants/Foundations	
Converse County 2023/2024	49,625.00
Total Grants/Foundations	49,625.00
Market Sale A/R	-9.79
Total Accounts Receivable	49,615.21
Total Current Assets	297,396.21
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	300,502.46
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	78.75
Total Accounts Payable	78.75
Other Current Liabilities	
Payroll Liabilities	837.50
Total Other Current Liabilities	837.50
Total Current Liabilities	916.25
Total Liabilities	916.25
Equity	
Retained Earnings	167,581.37

Converse County Fair
Balance Sheet
As of March 13, 2024

	<u>Mar 13, 24</u>
Net Income	<u>132,004.84</u>
Total Equity	<u>299,586.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>300,502.46</u></u>



Fair Manager Report:
Kelsey Stephens
March 2024

- 2024 Fair Book- Uploaded to Website
- Updating Classes for Fair Book and Sho Works
- Called and reserved porta cools.
- Buckle Order is ready for approval
- Contracts for Supers & Judges- Completed- Ready to be sent
- Food truck for our set events- Reached out to 10 food trucks, getting menus and prices for those available for the April meeting.
- Met with Reba about going into the 2024 sponsorship year. We finally got all marketing on canva available to us. We spoke about getting together with Matt in the next couple weeks to see what they are willing to do for us this year, reached out to Matt to get the proposal we had sent him last year, he will also help us with the CC Tourism Grant.

The county fair qualifies for the Converse County rate of \$17 per column inch for both papers (not each), per the county contract.

The Livestock sale bid is a 2 column x 1.5" so \$51 per week.
The other are all 2 columns x 1" so \$34 each per week each.

Total cost for one week in both Douglas Budget and Glenrock Independent is \$153. How many weeks did you want to run them? Right now, we have them scheduled for one week.

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- Working all marketing projects.
- List of Social Media postings.
 - Create Event Dates
 - New static Awards
 - The community service opportunity for local 4-H groups helping with setting up the barn.
 - Get to know the Super
 - Get to know your board members
 - Release a schedule of events.
- Web site for fair photo for easy access to exhibitors.