



MEETING MINUTES
JUNE 2, 2022
Fair – July 16-23, 2022

Meeting was called to order at 7:01 PM by President Donald Blackburn. In addition to Blackburn, those in attendance were:

Stacey Etchemendy – Secretary

Nick Ladd- Member

Mandy Jones- Member

Janelle Moore – Fair Manager

Guests – Bee Underwood and Alex Smith (via phone)

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*

Minutes had been distributed by email. Stacey reviewed minutes. Nick moved to approve the minutes as distributed. Mandy 2nd the motion which carried.

- II. Treasurer update *Treasurer: Mitch Falkenberg*

- a. Current account balances

Operating Account Balance: \$101,076.91

Market Sale Account Balance: \$98.30

1. Bills to approve –

- | | |
|------------------------------------|----------|
| a. Dolly's Bookkeeping and Payroll | \$91.06 |
| b. Show works (annual renewal) | \$450.00 |

2. Deposits –

- | | |
|-----------------|------------|
| a. Sponsorships | \$6,000.00 |
|-----------------|------------|

After transactions –

Operating Account - \$106534.94

Market Sale Account - \$98.30

Nick also presented contracts for the Mark Wills concert and Tractor pull event. Nick made a motion to spend up to \$10,000 on buckle award order in addition to approving and filing the treasurers report for audit. Stacey 2nd, motion carried.

- III. Fair Manager update – See attached

- a. Invited board to attend a walk through with WSF management on June 8th at 4pm.

- b. Stacey made a motion to approve content for 2022 Fair book, Nick 2nd motion carried. Jenelle will update all dates and event flyers before finalizing the fair book.

- IV. Update from 4-H Educator – None

- V. Update from Douglas FFA – None

- VI. Update from Glenrock FFA – None

Old Business

- VII. Bee Bee Underwood – Review Ranch Bronc Challenge
 - a. Gave update on event and expressed needs from the board. She will be providing the board with advertising materials to help bring in more sponsors for event.
- VIII. Converse County Commissioner Budget Review – June 13, 2022, at 4:30pm
 - a. Jenelle will be attending, Don is also planning to be there
- IX. Superintendents Pending Discussion
 - a. Small Animal – waiting to hear back from Kendra H.
- X. Judges
 - a. Stacey updated board on most recent hires and board instructed Jenelle to move forward with sending out contracts
 - b. Jenelle will be meeting with Kellynne and Jane Garber to go over Static area and work on hiring judges
- XI. Event Advertising
 - a. Jenelle has been working on all print advertising
 - b. Cody will start doing digital advertising soon

New Business

- I. Elect Converse County Fair Board Officers
 - a. Nominations open for Secretary position
 - i. Stacey and Mandy both accepted nomination
 - ii. Votes in favor of Mandy
 - b. Nominations for Vice President position
 - i. Stacey and Nick both accepted nomination
 - ii. Votes in favor of Nick
 - c. Both nominees accepted position Stacey made a motion to accept these new positions and Mitch 2nd, all in favor, motion passed
- II. A working session is scheduled for June 23rd at 7pm.
- III. The meeting was adjourned at 7:28PM. Next meeting will be Thursday July 7, 2022, 7:00pm at the Wyoming State Fair Board room.
- IV. Executive session - none



**Treasurer Update:
Mitch Falkenberg
June 2, 2022**

The following invoices are pending approval:

- | | |
|------------------------------------|---------|
| 1. Dolly's Bookkeeping and Payroll | \$91.06 |
|------------------------------------|---------|

The following donations have been received:

- | | |
|--|------------|
| 1. D&D Family Foundation (David or Denise Ratliff) | \$5,000.00 |
| 2. First Baptist Church of Douglas, Wyoming | \$1,000.00 |

Current financial balances are as follows:

Operating Account Balance (anticipated)	\$101,076.91
Market Sale Account Balance (anticipated)	\$98.30



Fair Manager Report:

Jenelle Moore

Activities from May 5, 2022 to June 2, 2022

1. Continued Scheduling Fair Events
 - a. Fair Facility Review Wednesday, June 8th at 4:00 PM
 - b. LGLP Insurance
2. Participate in Market Sale Committee Meeting/Update Market Sale Agreement
3. Modified and Started Submitting Sponsorship Packet
4. Assisted with Swine, Goat, Sheep Weigh-Ins
5. Continued Communication with Educators Re: Ownership Forms, Re-Tagging, Etc.
6. Early Stages of Organizing Advertising, Drink Food Vendors, Hotels, Permits, Etc.

Converse County Fair
Balance Sheet
As of June 2, 2022

	Jun 2, 22
ASSETS	
Current Assets	
Checking/Savings	
Converse County Bank	96,141.87
CCB-6036 - Market Sale Acct	96.80
Total Checking/Savings	96,238.67
Accounts Receivable	
Grants/Foundations	
Converse County 2021/2022	27,221.75
Converse County 2020/2021	22,500.00
Total Grants/Foundations	49,721.75
Market Sale A/R	550.00
Total Accounts Receivable	50,271.75
Total Current Assets	146,510.42
Fixed Assets	
Fair Equipment	
Sound System	1,610.00
Total Fair Equipment	1,610.00
Office Equipment	1,559.25
Total Fixed Assets	3,169.25
TOTAL ASSETS	149,679.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,666.67
Total Accounts Payable	1,666.67
Total Current Liabilities	1,666.67
Total Liabilities	1,666.67
Equity	
Retained Earnings	150,036.45
Net Income	-2,023.45
Total Equity	148,013.00

Converse County Fair
Balance Sheet
As of June 2, 2022

TOTAL LIABILITIES & EQUITY

Jun 2, 22

149,679.67