



MEETING MINUTES  
JULY 5, 2023  
Fair – July 15-22, 2023

The meeting was called to order at 6:01 PM by Chairman, Nick Ladd. In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman  
Mitch Falkenberg - Treasurer  
Stacey Etchemendy - Secretary  
Kelsey Stephens – Fair Manager  
Karmin Addleman – Board Member/ Youth Rodeo Superintendent  
Reba Talbott – Guest / Sponsorship Contractor  
Alex Smith – Ranch Rodeo Superintendent  
Scott Dalla – Rabbit Superintendent

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
  - a. Mitch made a motion to approve the minutes as presented, Karmin seconded, and motion carried.
  
- II. Treasurer update Treasurer: Mitch Falkenberg
  - a. Due to the holiday, there were no reports ready for a treasurer's update. Please refer to the last months for balances.
  
  - b. Nick made a motion to approve the following transactions.
    1. Bills to approve –

a. LGLP	\$500.00	-	Opp. Account
b. 307 Signs & More	\$136.50	-	Opp. Account
    2. Receipts presented for prior approved expenses –

a. ACE (debit card purchase)	\$300.49	-	Opp. Account
b. Stacey Etchemendy (reimbursement for FFN toys)	\$127.32		
    3. Monies to be spent –
      - a. Pallet of shavings from Tractor Supply
      - b. Sams Club (office supplies/ folding tables and chairs) up to \$700.00
      - c. Petty Cash to be taken out for gates in an amount of \$1000.00.Mitch seconded the motion and motion carried.
    4. Deposits – will provide a deposit summary once available.

- III. Fair Manager update – See attached.
- IV. Update from 4-H Educator –
  - a. Superintendents will be needed at weigh ins to re tag animals that have lost their tags.
- V. Update from Douglas FFA –
  - a. It was discussed that the state champion poultry judging team is still looking to fundraise during county fair.
  - b. Jim made a motion to pay the Douglas FFA poultry team \$300 to always keep water and ice full during the county fair week. Stacey seconded; motion carried.
- VI. Update from Glenrock FFA – None
- VII. Market Sale Committee Update Representative: Kenzie Mares
  - a. NONE
  - b. Will be meeting Thursday, July 6, 2023
- VIII. Converse County Youth Rodeo Superintendent: Karmin Addleman
  - a. Requested to pay two timers for event.
  - b. Has received 40 +/- entries thus far.
  - c. Stacey made a motion to compensate timers up to \$25/ person, mitch seconded and motion passed.
- IX. Ranch Rodeo – Superintendent: Alex Smith
  - a. Frank is good to go with livestock.
  - b. Rand will arrive mid to late morning.
  - c. 6-7 teams are currently entered.
  - d. Alex will be doing the arena work for the event.
  - e. The gate fee will be \$5/ person 12 and up.
- X. R Squared Consulting Update Contract Personal: Reba Talbott & Becky Podio
  - a. Sponsorships have exceeded that of 2022 and are looking positive. They will be providing a detailed report soon.
  - b. All marketing efforts are underway as we are starting to see them hit social media and elsewhere.
  - c. Discussion about the sponsorship from Teton Ridge.
  - d. If it is possible with the requirements from risk management at the WSF Karmin made a motion to allow a local nonprofit to sell soda at grandstand events.
- XI. Superintendents
  - a. Will be providing Kelsey with a list of their show help prior to fair.

### **Old Business**

- XII. New Office Lease Kelsey
  - a. We have received keys and moved over to the building.
- XIII. WSF Layout Kelsey
  - a. Kelsey and Stace met with WSF Staff today to discuss layouts.
  - b. Walkthrough with the WSF Staff will be on Thursday, July 13<sup>th</sup> at 10am
- XIV. The meeting was adjourned at 8.16PM. Next meeting will be August 9, 2023, 6:00pm at the Wyoming State Fair Board room.
- XV. Executive session - none

**Converse County Fair**  
**Balance Sheet**  
As of July 11, 2023

	Jul 11, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Converse County Bank - 839	154,648.30
CCB-6036 - Market Sale Acct	16,272.98
<b>Total Checking/Savings</b>	170,921.28
<b>Accounts Receivable</b>	
Market Sale A/R	-6.54
<b>Total Accounts Receivable</b>	-6.54
<b>Total Current Assets</b>	170,914.74
<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>174,083.99</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	3,688.70
<b>Total Accounts Payable</b>	3,688.70
<b>Other Current Liabilities</b>	
Payroll Liabilities	1,170.02
<b>Total Other Current Liabilities</b>	1,170.02
<b>Total Current Liabilities</b>	4,858.72
<b>Total Liabilities</b>	4,858.72
<b>Equity</b>	
<b>Retained Earnings</b>	168,367.99
<b>Net Income</b>	857.28
<b>Total Equity</b>	169,225.27
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>174,083.99</b>