



MEETING MINUTES
SEPTEMBER 13, 2023

The meeting was called to order at 7:10 PM by Chairman, Nick Ladd. In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman

Mitch Falkenberg - Treasurer

Stacey Etchemendy – Secretary

Karmin Addleman – Board Member/ Youth Rodeo Superintendent

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
- a. Mitch made a motion to approve the minutes as presented, Jim seconded, and motion carried.

- II. Treasurer update Treasurer: Mitch Falkenberg

- a. As of August 31, 2023

i. Operating Account -\$122,964.52

ii. Clearing Account - \$423,081.88

1. A/R \$10,120.00

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

1. Bills to approve –

a. Bear Creek Originals	\$20.00	-	Opp. Account
i. t-shirts for sponsored events			
b. Douglas Business Center	\$80.00	-	Opp. Account
c. Hampton Inn	\$920.64	-	Opp. Account
i. Judges and band rooms			
d. Mitch Falkenberg (Reimb.)	\$2,966.72	-	Opp. Account
i. FFA Pig Wrestling items			
ii. Porta Coolers			
iii. Transportation for delivery of coolers			
e. Dolly's Bookkeeping	\$1,807.44	-	Opp. Account
f. Douglas FFA Chapter	\$300.00	-	Opp. Account

- i. Payment for maintain water and ice tanks during fair.
- 2. Stacey made a motion to file the treasurers report for audit, Karmin seconded, and motion carried.
- 3. Stacey made a motion to add Jim Dona and Karmin Addleman as signatures on the bank accounts at CCB. Mitch seconded.
- 4. Nick made a motion to split the \$5,000 donated by D&D Foundation evenly amongst all market sale exhibitors, Jim seconded, and the motion passed.
- 5. Nick made a motion to set a release date for all market sale checks that have been cleared by educators on Friday, September 22nd. Mitch seconded and motion passed.

6. Deposits –

- a. Aside from A/R Deposits
- b. Converse County 1st Quarter \$49,625.00 - Opp. Account

- III. Fair Manager update – Please see attached.
- IV. Update from 4-H Educator – none
- V. Update from Douglas FFA – none
- VI. Update from Glenrock FFA – None
- VII. Market Sale Committee Update Representative: Kenzie Mares
 - a. NONE
- VIII. Converse County Youth Rodeo Superintendent: Karmin Addleman
 - a. Requested that event be moved to a date different than the county fair horse show.
- IX. Ranch Rodeo – Superintendent: Alex Smith
 - a. No report given at this time.
- X. R Squared Consulting Update Contract Personal: Reba Talbott & Becky Podio
 - a. Sent over a new contract proposal for board to review.
 - b. The board will be requesting a meeting to better explain this proposal before voting.
- XI. Superintendents
 - a. Met with board at post fair meeting on September 6th.
- XII. Updated from special session.
 - a. Kelsey has presented all requested changes from the superintendents to the board.

The board members reviewed this list and will be voting on proposed changes to the fair book, rules, Karmin Addleman – Board Member/ Youth Rodeo Superintendent

 - b. and scheduling at a later meeting. The agenda will reflect when this happens.

Old Business

- XIII. New Office Lease Kelsey
 - a. Nick is working on signage and details of the lease for cleaning purposes.
- XIV. The meeting was adjourned at 9:45PM. Next meeting will be October 11, 2023, 7:00pm at the CC Fair Office.
- XV. Executive session - none

Market Sale Account
Profit & Loss-This Fiscal Year to Date
July 1 through September 12, 2023

	<u>Jul 1 - Sep 12, 23</u>
Ordinary Income/Expense	
Income	
Gifts In-Kind (Goods/Animals)	300.00
Market Sale	
1- Donations	424,959.15
2- FFA/4H Buy Back	5,507.00
4-Add-Ons	<u>8,401.00</u>
Total Market Sale	<u>438,867.15</u>
Total Income	<u>439,167.15</u>
Gross Profit	<u>439,167.15</u>
Net Ordinary Income	<u>439,167.15</u>
Net Income	<u><u>439,167.15</u></u>

Converse County Fair-Operating Acct
Profit & Loss - This Fiscal Year to Date
 July 1 through September 12, 2023

	Jul 1 - Sep 12, 23
Ordinary Income/Expense	
Income	
Donations (Awards etc)	3,040.00
Grant Income	
Converse County	198,500.00
Total Grant Income	198,500.00
Total Income	201,540.00
Gross Profit	201,540.00
Expense	
Advertising	4,459.53
Contracts	
Auctioneers	300.00
Brand Inspectors	88.75
Entertainment	2,000.00
Pig Wrestling	3,500.00
Superintendents	4,250.00
Tractor Pull	8,775.00
Ultrasound	1,134.00
Total Contracts	20,047.75
Janitorial Expense	44.06
Liability Insurance	500.00
Mileage/Travel/Lodging	936.00
Misc Expenses/Supplies	624.28
Office Supplies	1,177.39
Payroll Expenses	481.62
Printing & Publishing	534.01
Rodeo Supplies	654.70
Total Expense	29,459.34
Net Ordinary Income	172,080.66
Net Income	172,080.66



Fair Manager Report:

Kelsey Stephens

August - September 2024

Completed, To-Do, Invoice, Discuss w/ Board:

-
- Buckle Order - Mitch can you please make the card limit for \$6,000 tomorrow?
- Jacket Order
 - a. Sizes are needed
- Thanks Yous to be mailed or delivered
 - a. \$25 gift cards to allure for Youth Rodeo timers
 - b. \$100 gift card to The Club for Cooper Gray
 - c. \$100 gift card to Allure for Lindsay Falkenburg
- Special Meeting- 09/06/23
 - a. See attached report to agenda
- Did a check go out to Douglas FFA? Pay \$300
- Market Sale Letters and List- Dolly has me working on the letters that need to be sent to each kid and a list with the breakdown for each kid. She sent a copy of the letter today, once I get done with the list we will compare numbers so we have everything correct
- D & D Foundation- How do we want to distribute these funds?