



MEETING MINUTES
DECEMBER 1, 2022
Fair – July 15-22, 2023

Meeting was called to order at 7:40 PM by Interim Chairman Nick Ladd. In addition to Ladd, those in attendance were:

Stacey Etchemendy
Mandy Jones- Secretary
Mitch Falkenberg
Guests – Jenelle Moore

- I. Minutes from last meeting *Board Secretary: Mandy Jones*

Minutes had been distributed by email. Mandy reviewed minutes From November 3, 2022, Stacey moved to approve the minutes as distributed. Mitch 2nd the motion which carried.

- II. Treasurer update *Treasurer: Mitch Falkenberg*

- a. Current account balances
Operating Account Balance: \$80,355.48
Market Sale Account Balance: \$1829.98
Outstanding A/R: NextEra \$14,436.46

1. Bills to approve –
- | | |
|------------------------------------|-----------|
| a. R Squared | \$2500.00 |
| b. Dolly's Bookkeeping and Payroll | \$519.27 |
| c. Four Seasons Cleaners & Formal | \$21.00 |

A discussion that Bloedorn made an in-kind donation of \$328.18 for buckets received. KCWY sent an email stating we overpaid invoice and have a credit of \$1100.00. Stacey gave contact information for NextEra to Mitch to follow up on outstanding balance. Stacey made a motion to approve the above bills, in addition to approving and filing the treasurers report for audit. Mandy 2nd, motion carried.

- III. Update from 4-H Educator – 2023 Beef Tagging will be in Glenrock at Crossroads Veterinary Services on January 24th 3-6 and Douglas January 28th 9:00 AM- noon at Wagonhound Feedlot.

- IV. Update from Douglas FFA – None
V. Update from Glenrock FFA – None

- VI. Show Superintendents -

- a. Needed Superintendents Small Animal (Dog, Cat, Rabbit, Poultry) and Static

- b. Nick sent an email out to all; they will be at next meeting.
- c. Superintendents would like to help with awards to be handed out and would like to help with the ordering process.

VII. Market Sale Committee

Stacey provided an update. Looking for volunteers, what worked and what 2023 improvements will be. Stacey and Mitch will call a couple of processing businesses for 2023 Market Sale.

Old Business

- I. Weigh Ins for beef (4-H and FFA): Nick will reach out to Kellynne about helping with paperwork and any other help she will need for beef weigh ins.
- II. Sponsorship Contractor: Stacey provided an update and gave a detailed description of Annual Sponsorship Consultation Package contract from Reba at R Squared. We will plan a meeting with R Squared to ask more questions.
- III. PCMH annual insurance: Mitch provided updated. Mitch will reach out to PCMH to make sure they have all necessary items to complete audit and annual insurance.
- IV. File the paperwork for CCFB nonprofit for tax clarification as a 501C3: CCFB needs to file because we have our own EIN: Mitch will verify it was filled with PCMH.
- V. Fair Manager
 - a. Approve offer to successful applicant. Nick provided update and is working with Karen at the County to finish contract. Mitch made motion to offer to hire Kelsey Stephens for Fair Manager position. Mandy 2nd, motion carried.
- VI. Development of Committees:
 - a. Assigned Fair Board Members to Committees and Tasks
 - i. Entertainment/Food and Beverage- Nick and Mandy
 - ii. Sponsorship- Stacey and R Squared
 - iii. Market Sale- Stacey and Mandy
 - iv. Shows (Ran by the Superintendents)
 - v. Judges: Fair Board

Deadline for action items from Committees

New Business

- VII. Tractor Pull would like to set the date (Saturday July 15th, 2023)
- VIII. Adjourn Meeting- The meeting was adjourned at 8:55 PM. Next Meeting January 5th, 2023 – Moved to January 11th 2023
- IX. Executive session – None