



MEETING MINUTES  
SEPTEMBER 1, 2022  
**Fair – July 16-23, 2022**

Meeting was called to order at 7:00 PM by President Donald Blackburn. In addition to Blackburn, those in attendance were:

Stacey Etchemendy – Member  
Nick Ladd- Member  
Mandy Jones- Secretary  
Janelle Moore – Fair Manager  
Mitch Falkenburg- Treasurer  
Guests –

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

Minutes had been distributed by email. Mandy presented and minutes need amended. minutes at next meeting October 13, 2022. Don moved to amend minutes and approve them at next meeting. Stacey 2<sup>nd</sup> the motion carried. the minutes as distributed.

- II. Treasurer update *Treasurer: Mitch Falkenberg*
- a. Current account balances  
Operating Account Balance: \$157,416.33  
Market Sale Account Balance: \$81,044.83
1. Bills to approve – see attached Treasures Report
  2. Deposits – see attached Treasures Report

A discussion was had to pay clerks Ronnie Vollman \$250.00 and Connie Warner \$50.00 for clerking shows. A discussion was held to spend up to \$150.00 on posting fair manager position on Facebook and Indeed. Blackburn Trucking reimbursement in the sum of \$339.76 for bentonite. Stacey will drop bills and checks off at Dollys throughout the month. Don proposed that we keep a running list of fair expenses through a google document that are approved through our meetings making it easier to track what expenses have been approved. Stacey made motion to approving and filing the treasurers report for audit. Mandy 2<sup>nd</sup>, motion carried.

- III. Fair Manager update – See attached  
IV. Update from 4-H Educator – None  
V. Update from Douglas FFA – See attached Letter from Luke  
VI. Update from Glenrock FFA – None

**Old Business**

- VII. Fair Overview
- a. Thank you' s- Stacey will start a google doc to have a complete list to be ready for next meeting.

- b. Checks- Discussion was held on how to process checks. Market sales accounts receivables need to be at 80% and 4-H/ FFA members need to meet the requirements by the deadline.
  - c. Yellow Horse Consulting- Stacey will reach out to Hannah to start the process.
  - d. Board Members- We should have a new board member soon and Mandy Jones needs to submit application to County Commissioners.
  - e. 4-H/FFA show clerk Payment- Discussion was held to pay show clerks. Nick made a motion to pay show clerks \$50.00 per show if they submit a W-9. Stacey 2<sup>nd</sup>, motion carried.
  - f. Sponsorship packets- Discussion was held to have a packet done and ready to go before Christmas. We need to update business, and do we need to hire a marketing manager?
  - g. Fair Manager position- a discussion was held to have Nick post position on Indeed. Nick made a motion to spend up to \$150.00 per month to post Fair Manager Position on Indeed and Facebook. Mitch 2<sup>nd</sup> motion carried.
  - h. IT- per discussion Nick, IT will keep 2 Ipads's and wand for Converse County Fair Board use and to keep updated.
  - i. Trucking- a discussion was held to pay Blackburn trucking \$825.00 for trucking to 307. And a gift card for Ranahan's to Nick Juenemann for \$150.00.
- VIII. Superintendents
- a. Superintendents had discussion about barn layout, breaking of weight classes, ultrasound, barn set-up, barn meeting, rules, and expectations, camp spots reserved, drenching refer to Fair book rules.
- IX. Market Sale Committee- None
- X. Judge
- a. Janelle gave update- all judges have been paid.

### **New Business**

- I. The meeting was adjourned at 8:22 PM. Next meeting will be Thursday October 6, 2022, 7:00pm at the Wyoming State Fair Board room.
- II. Executive session –