



MEETING MINUTES
FEBRUARY 13, 2024

The meeting was called to order at 5:36 PM by Chairman, Nick Ladd. In addition to Ladd, those in attendance were:

Jim Dona – Vice Chairman
Karmin Addleman – Treasurer/ Youth Rodeo Superintendent
Stacey Etchemendy – Secretary
Giselle Grimes – Board Member
Kelsey Stephens – Fair Manager
Kellynne Doyle – 4-H Educator

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
 - a. Stacey distributed meeting minutes to be reviewed. Karmin made a motion to approve, and Giselle seconded. Motion carried.

- II. Treasurer update Treasurer: Karmin Addleman
 - a. As of January 31, 2024
 - i. Operating Account -\$231,700.88
 - ii. Clearing Account - \$37,117.52
 1. A/R - EOG - \$2,500
 - b. Jim made a motion to approve the following transactions.
 1. Bills to approve –
 - a. Visionary - \$218.40
 - b. Dolly's Bookkeeping - \$696.70
 2. Stacey seconded and motion carried.
 3. Stacey made a motion to file the treasurers report for audit, Giselle seconded.

- III. Update from 4-H Educator
 - a. Theme recommendations have been submitted.
 - b. Kellynne will post all theme submissions for a vote. She will also let the youth know that there will be a fair theme drawing submission contest for the Fair Book.

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

- VI. Update from Committees
 - a. Market Sale - Jim Dona
 - i. The committee would like to know what their budget is for hiring a band.
 - ii. Nick made a motion to allow the Market Sale Committee to use the 2% commission funds off the sale plus any amount up to \$10,000 for the 2024 Market Sale.
 - iii. The committee requested that bids go out soon so that they can finalize the dinner.
 - iv. They would like the ultrasound results back sooner to be posted by Thursday morning if possible.
 - v. As of tomorrow, January 14, 2024, Nick is passing off the Market Sale laptop to be in the possession of Kenzie Mares.

- VII. Superintendents
 - a. Static
 - i. The group met and worked on redefining categories as well as creating new award areas.
 - b. OPEN Livestock Shows
 - i. All the travel signs have been found and we will be getting these gathered up so that we can get them cleaned up and repainted before the fair.
 - c. Judges
 - i. Karmin, Devoine and Stacey have been working on hiring judges. Giselle made a motion to approve hiring the following judges: Dustin Frank (Cattle), Christie Gabel (Swine), Kayla Frink (Sheep/ Goat), Kendall Haas (Horse), Stacey seconded, and the motion passed.
 - d. Converse County Youth Rodeo Superintendent: Karmin Addleman
 - i. Karmin has requested that the rodeo is moved to Monday, July 22nd at 4pm because of overlap with the WJRA finals.
 - e. Ranch Rodeo – Superintendent: Alex Smith
 - i. Set for Saturday, July 20th, Calcutta at 5pm and rodeo at 6pm.
 - f. Tractor Pull Representative: Nick Ladd
 - i. No New Updates
 - g. Event Superintendent position is still vacant. After detailed discussion of this position, Nick will be creating a contract/ job description and Karmin made a motion modify the pay to \$2,000 and a camper spot which would cover all 6 grandstand events during the week of fair. Jim seconded and the motion passed.

- VIII. Fair Manager update – Please see attached.
 - a. Jim made a motion to approve the presented draft of the Converse County Fair Book, Karmin seconded, and the motion passed.

Old Business

- I. WSF Contract
 - a. Meeting with Cortney tomorrow to go over WSF contract.
- II. PRCA Xtreme Bronc Event
 - a. Received approval of event from the PRCA, moving forward with next steps
- III. Beef Tagging
 - a. 67 beef were tagged between the two tagging dates.
 - b. Jim made a motion to spend up to \$300 on thank you gift coolers for Corey (Wagonhound), Kenzie (Crossroads), and Rick Grant. In appreciation for their many years of support to make our weighing and tagging dates possible.
- IV. Sponsorship Contract for 2024 Fair
 - a. Discussion about this position was had.

- b. Giselle made a motion to create an interim position until the march meeting which would include a pay schedule of 10% for all returning sponsors and 15% on all new acquisitions. Karmin seconded and the motion carried. Nick will be creating this contract and running it by the county attorney before executing.

New Business

- I. 2024 Fair Theme
 - a. Kellynne is moving forward on next steps.
- II. Discussion of the presented Ninja Warrior Course was presented by Stacey. Giselle made a motion to move forward with acquiring this addition to the fair week. To be held on Friday, July 19th. Karmin seconded and the motion carried. Stacey will gather more information to be presented to the WSF staff on Wednesday, February 14th.
- III. The meeting was adjourned at 8:01PM. Next meeting will be March 13th, 5:30pm at the CC Fair Office.

Executive session - none



Fair Manager Report:

Kelsey Stephens

February 2024

- 2024 Fair Book- Approve changes made at special meeting
- Updating Classes for Fair Book and Sho Works
- Meeting with WSF Board - 02-14-24 @ 4pm
- Corrected Rental Dates on WSF Contract
- Updating the showworks program to match the fair book
- Jackets being delivered tomorrow
- Contracts for Supers & Judges-
- Food truck for our set events
- Band for the market sale
- Meeting with Reba 02-15-24 @6pm
- Started on buckle design and will have full price for approval in March.
- Called and reserved porta cools
- Started the process to \$2,433.75-

Converse County Fair
Balance Sheet
As of January 10, 2024

	Jan 10, 24
ASSETS	
Current Assets	
Checking/Savings	
Converse County Bank - 839	232,911.62
CCB-6036 - Market Sale Acct	22,269.99
Total Checking/Savings	255,181.61
Accounts Receivable	
Grants/Foundations	
Converse County 2023/2024	49,625.00
Total Grants/Foundations	49,625.00
Market Sale A/R	2,490.21
Total Accounts Receivable	52,115.21
Total Current Assets	307,296.82
Fixed Assets	
Fair Equipment	
Sound System	1,610.00
Total Fair Equipment	1,610.00
Office Equipment	1,496.25
Total Fixed Assets	3,106.25
TOTAL ASSETS	310,403.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	686.25
Total Accounts Payable	686.25
Other Current Liabilities	
Payroll Liabilities	837.50
Total Other Current Liabilities	837.50
Total Current Liabilities	1,523.75
Total Liabilities	1,523.75
Equity	
Retained Earnings	167,581.37
Net Income	141,297.95
Total Equity	308,879.32
TOTAL LIABILITIES & EQUITY	310,403.07