



Converse County Fair  
Board Meeting Minutes – October 14, 2021

I. Meeting was called to order at 7:00 PM by Chairman Don Blackburn. – Meeting conducted via conference call due to COVID illness amongst board members.

In attendance:

- Don Blackburn – Chairman
- Stacey Etchemendy – Secretary
- Mitch Falkenberg – Treasurer
- Amy Irene – Fair Manager

Absent:

Nick Ladd

II. Minutes:

The minutes had been distributed via email. Mitch moved to approve the minutes as presented, Donald seconded the motion, motion carried.

III. Treasurer Report

Market Sale Account Balance - \$18,496.09

Operating Balance - \$71,682.26

Bills for Payment

14-Oct-21

Vendor	Ref	Account	Amount	Check #	Checking Account
Dolly's Bookkeeping	21-0048	Prof:Bookkeeping	33.75		Operating
Dolly's Bookkeeping	21-0072	Prof:Bookkeeping	90		Operating
Dolly's Bookkeeping	21-0088	Prof:Bookkeeping	1302.5		Operating
			1426.25	1409	
Dolly's Bookkeeping	21-0154	Prof:Bookkeeping	334.05	1410	Operating
Western Sign & Design, LLC		Awards	504	1411	Operating
Douglas Volunteer Fire Dept		Standby for Tractor Pull	300	1412	Operating
CC Rural Fire Dept		Pig Wrestling help	300	1413	Operating
		Gift Cert. for Rick Baker - Pig Wrestling			
Ranahan Steakhouse		Help	100	1414	Operating

Total Bills \$4,390.55

Mitch calling to transfer \$14,164.50 Market Sale account back to operating account, had been transferred to cover exhibitor checks while we waited on outstanding A/R.

Stacey moved to approve payment of bills, transfer of money and approve treasurers report to file for audit. Donald seconded, motion carried.

IV. Fair manager update

- a. Newly assigned EIN needs to be attached to bank accounts- Mitch will take care of this
- b. How would the board like the remainder of awards to be distributed? Board advised getting them to advisors/educator if they would like to hand out otherwise mail awards.
- c. Kelsey with 307 Processing in Laramie called to see if they are processing for CCF next year. Board advised Amy to go ahead and get on their schedule and still open it up to offering other processors.
- d. Accounts receivable, how we can improve this process needs to be on next months agenda.

V. Updates from 4-H/FFA

- a. Neither advisor nor educator present.

VI. Meeting with BOCC Recap

- a. Donald led this discussion; county commissioners agree that board needs to continue toward hiring superintendents/clerks to help with day to day labor of CCF. Thus, allowing the board to act more as a decision-making board.
- b. Ways to improve communication between CCFB and the 4-H and FFA programs were discussed.

VII. Questions from the public – None

VIII. Next meeting – November 11, 2021 – 7 PM – WSF Board Room

IX. Executive Session- None

Meeting was adjourned at 8:58 PM