



MEETING MINUTES  
NOVEMBER 11, 2025

The meeting was called to order at 5:30 PM by Chairman, Stacey Etchemendy. In addition to Stacey Etchemendy, those in attendance were:

Jim Dona – Vice Chairman

Karmin Addleman – Treasurer/ Youth Rodeo Superintendent

Kelsey Stephens – Fair Manager

Mara Moore – Livestock Sale Committee Member

- I. Minutes from last meeting *Board Secretary:* presented by Stacey Etchemendy
  - a. Karmin made a motion to amend the minutes from the September meeting to include the operating balance as of 9/30/2025 (\$92,268.35) and approve the minutes of the October meeting. Jim seconded the motion and passed.
- II. Treasurer update Treasurer: Karmin Addleman
  - i. Balances as of October 30, 2025
  - ii. Operating Account – \$88,037.67
  - iii. Clearing Account - \$154,763.37
    1. Bills Presented
      - a. Bills
        - i. Dollys (October) - \$1,084.10
      - b. Jim made a motion to approve expenses and filed the treasurers report for audit, Karmin seconded, and the motion carried.
      - c. Jim made a motion to approve and pay the bills as presented, Karmin seconded, and the motion carried.
- III. Update from 4-H Educator – None
- IV. Update from Glenrock FFA – None
- V. Update from Douglas FFA – None
- VI. Update from State Fair – None
- VII. Update from Committees
  - i. Superintendents Fair Manager: Kelsey Stephens
    1. Meeting will be set up for the first week of December.
  - ii. Youth Rodeo – still looking at dates and where it will fit best on the 2026 drafted schedule
  - iii. Family Fun Night – None
  - iv. PRCA Xtreme Broncs Expenses – BOCC approved the event and expenditures.
  - v. Ranch Rodeo Expenses – None
  - vi. Judges - None Representative: Karmin, Stacey & Tia
    1. Committee will work on providing board with a list of potential judges before the next meeting.
  - vii. Market Sale –
    1. Reviewed email from committee going over pros and cons of 2025, also looking at changes that may need to be made for 2026.
    2. Sale date topic was discussed, while there is understanding that we may need to look at lengthening the week and moving the sale to Saturday. At this time there is concern amongst the board to make this change in the year ahead.

3. Need to plan a meeting amongst the board and sale committee members to discuss many of the topics brought forth, sale date/time, meal options, consignment monies and reporting/ communication with the board.
4. A matter with the price recorded/ paid to Jimmy Stoltenberg for his market steer was discussed. As it had been recorded and the buyer was charged \$7/ pounds. The family claims that the exhibitor sold for \$9/ pound. After the Livestock Committee followed up with this matter, it was determined that there was a discrepancy in what was recorded, and he did in fact sell at \$9/ pound. Jim made a motion to pay Jimmy Stoltenberg the difference amounting in \$1,977.90. Karmin seconded the motion and the motion carried.
5. Procedures concerning the issue above were discussed as we move forward to ensure these mistakes are minimized in the years to come.
6. Jim is continuing to follow up with the Miller steer that was delivered to Bear Mountain Beef on October 21, 2025 following the contract with the family being received at the office.

**Old Business –** No unresolved.

**New Business –**

- I. WSF Meeting- Still working toward finalizing a meeting date. Once set, board chair will send out an agenda to all parties involved.
    - a. Agenda Items discussed –
      - i. Good/ Bad from 2025
      - ii. Facilities
      - iii. Contract
      - iv. Communication in 2026
  - II. Audits – Karmin is working with Dolly to complete the PMCH audit. Following this audit the transition to J&M Accounting will begin.
  - III. Fair Dates – July 10<sup>th</sup> – July 18<sup>th</sup>
  - IV. Fair Theme – Voting will end before the December meeting.
  - V. Board Officer Nominations and Elections – Postponed until the December meeting due to being short two board members.
  - VI. Reba Talbot Consulting – 2025 Recap, will reach out to Reba and see if she is planning to be at the December meeting.
  - VII. Fair Book Updating –
    - a. Kelsey has been working on redoing the formatting of the current fair book as well as making annual changes.
    - b. Kelsey will have a drafted copy to approve at the December Meeting
      - i. Addition of the “Family Animal Tagging” was voted on and should read as follows.
      - ii. Jim made a motion to approve the addition of “Family Animal Tagging”
        1. The “Family Back-Up Animal” is an opportunity for families to identify an animal as a “backup” in the case of death, or other unforeseen circumstances. This animal can be identified as a “Family Animal” (immediate family only) at the January/ May tagging dates. At the time of County Fair Entries this animal must be designated to ONE (1) exhibitor and deemed to be 4-H or FFA at that time. The failure to do so will disqualify this animal from being eligible to weigh-in at County Fair.
- Karmin seconded the motion and the motion passed unanimously.

Next meeting will take place Wednesday, December 10<sup>th</sup>, 5:30pm at the Converse County Fair office.

Chairman Stacey Etchemendy adjourned the meeting at 7:57p.m.

**Executive Session – None.**