

Archuleta County Fair
Minutes of the Board Meeting
March 11, 2020

The meeting was called to order at 6:00pm by Jason Cox. A quorum of members was present. Guests present: Jennifer Smith, Leslie and Adam Mattingly.

A motion to approve the minutes of the February 12, 2020 meeting and the Special Board meeting of February 26, 2020 was made by Debbie Condrey, seconded by Kerry Keegan, and approved by unanimous vote.

Committee Reports:

a. Rodeo--Kerry is waiting on the RFP from Bill Carey. She is waiting to hear back from Kyle Tom on serving as Rodeo announcer. So far, response on moving the Kids Rodeo to an earlier start time is positive.

b. Livestock—1) Terry reported that Sheree Ford was shadowing Misti Smyth as new president. 2) The Poultry Judge has been confirmed and Fair expects to share their cost with Montezuma County for travel. 3) There will be no 4-H rabbits this year, but should there be Open Class rabbit entries, the poultry judge could judge that as well. 4) A poultry processor is needed. 5) A project “Beef Bred and Fed” which supports local ranchers is in discussion. 6) Jeff Heintzleman needs to be contacted as sound technician for the Livestock Auction. 7) Bank of Colorado will be the Livestock Reception Tent sponsor. 8) The Fair will purchase a ‘Small Animal’ banner for outside the building. 8) Brian Keegan will be the liaison between the Fair and Western Heritage.

c. Entertainment—i. Sharon reported that three bands were confirmed (Tim Sullivan Band-Friday night \$1,800, San Juan Mountain Boys-Saturday evening \$500, Jeffrey Alan Band-Saturday night \$2,000) and one was pending (Jack Ellis/Out on Work Release-Friday evening). ii. Wildman Phil Live Animals, confirmed, \$2,000; Wacky Science, confirmed, N/C; Karaoke contacted, no response yet; Picasso & Vino, confirmed and would like to do Saturday as well, we will try to find a spot around noon or before 2:00pm. Aikido Demo (try to find a Saturday morning time slot), Pie Eating, and Horseshoe Pitching (a banner is needed) still have to be contacted. Several suggestions for Thursday evening were made. First, the Pagosa Girls Choir should be contacted. Tonya will contact them and see if there is interest and if it can be made some type of fundraiser for them. Next, Bob Heminger and the Americana Project should be contacted. Our third option is Vinyl night.

Old Business:

a) Fair Ideas—New ideas can be emailed to info@archuletacountyfair.com. Tonya is responsible for checking the emails, accumulating new ideas, and presenting them to the Board for discussion.

b) Honorees—Sharon has contacted our Super Volunteer, Kathy Fulmer who was thrilled to be selected. Sharon interviewed our Super Superintendent, Alvin Schaaf. He has a recent photo at Pagosa Photography that will be used for the Fair photo.

c) Royalty—Debbie said that Becky Jacobson suggested that the contest dates not be moved up as a newsletter is going out about the first of April. Five judges will be needed for the interviews; judges must attend all interviews or their vote cannot be counted. Volunteers are Carol Kelly, Cindy Snarr, Sharon Jennings, Terry Schaaf, and Debbie Condrey. Interview dates are set for Tuesday and Wednesday, April 21 and 22 in the Fair Board office.

d) Form Updates—i. The Vendor form is not finished; Jason and Debbie will work together on it. Old forms and spreadsheets are in Drop Box. Jason should have the current vendor layout in Visio. ii. Jennifer Smith will use MailMerge to create the Sponsorship and Ranch Brands mail out. Betty Shahan will be asked to help with the clerical part. An Ad Hoc committee of Jennifer Smith, Tonya Steadmon, Kerry Keegan will meet to review the form.

e) Banners/Yard Signs—Tim and Lisa Vail are working on getting the existing dated banners and yard signs updated. They will work with Design-A-Sign to get the ‘Small Animal Barn’ and ‘Horseshoe Pitching’ banners ordered.

f) Inventory—Shelly and Lisa finished the wristband inventory and needed bands will be ordered in March. Affordable Storage is interested in sponsoring the All Weekend bands. It was suggested that skin stamps be used for Rodeo night entry. Terry, Shelly, and Lisa will work on Ribbons next week.

g) Belt Buckles have been ordered.

h) Judges Contract—In progress per Shelly. The contract will be sent out when finished.

i) Photographer RFP—An ad will be in the next issue of The Pagosa Sun per Shelly.

j) Electrician—Mike Moore is confirmed to assist along with any other qualified volunteers we can find.

k) Ranch Brands—This is being worked on by Jennifer.

l) Bylaws Review—A sub-committee meeting was set for April 23 at 11:30am at Mountain Pizza. Those included are Shelly Cox, Sharon Jennings, Jason Cox, Terry Schaaf.

m) Fair Coordinator—At the February 26 Special meeting, Tonya Steadmon, was approved by the Board after the recommendation of the Committee. The contract has gone through L. Walton at the County and a recommendation was made to accept the contract which will now go to the Board of County Commissioners. The liability section of the contract had been removed and payment dates added. A motion to approve the contract as modified and the accept the resignation of Tonya Steadmon from the Fair Board effective with the acceptance of the contract was made by Kerry Keegan, seconded by Lisa Vail, and approved by unanimous voice vote.

New Business:

a) Fair Poster—Tim will work with Terry to create a new poster using Publisher. It needs to be updated with band information, ranch brands, and other highlights. This needs to also be emailed to Jennifer and Kent.

b) Bulk Mailer—Sharon will update the flyer and arrange for the mail out.

c) Light Tower—Kerry and Jennifer will work to get the order placed.

d) Fencing—Tonya will place the order for needed fencing.

e) Vendor application—Jason and Debbie will work on getting these out.

f) Sponsorship forms—Jennifer will get this updated and ready for use.

g) Judges Contract—Shelly and Lisa will work on this.

h) Rotary Club—Terry has already confirmed that there will be no kegs this year; all cans. The Fair donation is 50% of their proceeds.

i) Wristbands—Shelly has scheduled these to be ordered in March. Pricing changes were suggested; Thursday and Sunday at \$5, Friday and Saturday at \$10 for general admission, All Weekend/All Rodeos \$25. Fair Board members and assigned rodeo runners need to wear the All Weekend/All Rodeo wristband so they can get into the arena areas as needed without having to be stopped because they don't have the right band.

j) Sign-Up Genius—Lisa has been working on this with Terry.

k) Stetson will serve as our Recycling Coordinator. Additional recycling cans need to be ordered or special segregated bins need to be arranged. Advertising and other signage can show that the Fair is working on going green. It was suggested that that S.O.S. (Southwest Organization for Sustainability) be asked to set up a table in the Education tent with information on the landfills, recycling, and composting efforts in Pagosa.

l) Two prospective Board members were in attendance. Lesley and Adam Mattingly were given an overview of the process of becoming a member. They were encouraged to jump in and help anywhere. As a Board we need our new members to feel utilized. It was suggested that Adam and Stetson work with Kent.

m) A question was raised as to why horses are not included in the Round Robin. This is a decision for the Livestock Committee so Tonya will go to their next meeting and bring this up. The concern is that horses don't seem to be part of the Fair because their events are done prior to the actual opening of Fair. This is the same issue with the Dog show. Perhaps doing a horse presentation prior to the Ranch Rodeo would be appropriate. If having a dog show this year, a secure location needs to be found.

n) Mobile Stage Unit—Shelly mentioned that the Town of Pagosa is purchasing a big stage on a trailer, complete with speakers. There is a possibility that they may allow the Fair to rent it.

o) Carnival—Kerry contacted the Soccer Club and is waiting to hear from Jessie or Natalie about having their group run the Carnival Games or Kids Games. There is generally no cost for Kids games so if they want to do this to raise funds they'd need to do Carnival games.

The next Board meeting is Wednesday, April 8 at 6:00pm at the CSU Ext. Building.
This meeting was adjourned.

Upcoming Board Meeting Dates: April 8 May 13 June 10 July 8, 15, 22
2020 Fair Dates: July 30, 31 and August 1, 2

Sharon Jennings/Recording Secretary
Approved April 8, 2020 as recorded