

Archuleta County Fair Board Meeting
Agenda
Wednesday, January 12, 2022 @ 6:00pm
Meets in-person @ CSU Extension Building, 344 Highway 84, Pagosa Springs

- A. Call meeting to order
- B. Welcome and Introduction of Guests
- C. Roll Call (quorum = 6 of 10)
- D. Special Item/Open Forum (items not on agenda)
- E. Minutes – November 10, 2021
- F. Treasurer’s Report
- G. Committee Reports
- H. Old Business –
 - a. Honoree/Royalty Pictures to be hung
 - b. Holiday Gathering
 - c. Update on Decision to become a 501(c)(5) organization
IRS Form 1023
<https://www.irs.gov/charities-non-profits/application-for-recognition-of-exemption>
 - d. Schedule Fair planning meeting
 - e. Gather names for Honorees
 - f. Update Board Member Responsibility spreadsheet
 - g. Hot Springs Blvd Banner
 - h. Schedule a Budget meeting to work on budget for individual Fair event
 - i. Update all Financial spreadsheets- Budget and Deposits
 - j. Prepare Quarterly Report for County
 - k. Exhibit Hall Closet Workday
 - l. Kids Train Repair
- I. New Business –
 - a) Update All vendor, sponsorship, ranch brand forms
 - b) Take old Fair banner to Design-a-Sign to get it redone
 - c) Get honoree pictures and bios started. Must be done before March to get into the fair book
 - d) Ensure all inventory is up-to-date (T-shirts, Ribbons, Other _____)
 - e) Bi-annual Report for the County
 - f) Order Ribbons from Regalia- We get a discount if ordered early (file is under honorees)
 - g) Order belt buckles for Kids rodeo, Ranch Rodeo (Order early, along with 4-H, for best discount)
 - h) Order Wristbands
 - i) Judges Contracts Review (Send out in March)
 - j) Advertise for Photographer
 - k) Contact entertainment
 - l) Call Sunnyside Meats – 385-0230 Reserve two goats and two lambs. Riff Raff needs these spots.
 - m) Contact an Electrician to set up all the electrical needs at fair. A volunteer is best.
 - n) Stimulus Funds Purchase List
 - o) Website Updates – Load Pictures from Lea Leggit

Next Meeting: February 9, 2022

2022 Fair Board Meetings: **February 9 March 9 April 13 May 11 June 8 July 6, 13, 20, 27**
September 14

2022 Fair Dates: Thursday – Sunday, August 4 - 7, 2022