

# Archuleta County Fair Board Meeting

## Agenda

Wednesday, September 13, 2023

6:00pm

In-person meeting at the CSU Extension Building, 344 Highway 84, Pagosa Springs.

- A. Call meeting to order
- B. Welcome and Introduction of Guests
- C. Roll Call (quorum = x / x)
- D. Special Item/Open Forum (items not on agenda)
- E. Minutes-August 9 Wrap-up meeting
- F. Treasurer's Report
  - a) Deposit totals as of August 30<sup>th</sup>: \$52,542.03. b) Approve new Invoices or Check Requests: PSMC Foundation \$3,214.50. Costs for The Pagosa Sun for Thank You advertisement and Office Supplies through CSU are outstanding. c) Approval of draft Budget sent to County. d) Finance vs Fair comparison of G/L Detail.
- G. Committee Reports (any final wrap-up for 2023)
  - Livestock Committee
  - Entertainment/Music
  - Entertainment/Other
  - Exhibit Hall
  - Honorees
  - Parking
  - Rodeo
  - Royalty
- H. Old Business (any final wrap-up for 2023)
- I. New Business
  - 2024 Narrative: Due to County September 29**
    - Description or Mission, • Core Services • 2023 Accomplishments and Challenges • 2024 Goals
  - Officer Intent to Serve**-Due October 11<sup>th</sup>
  - Officer Elections**-October 11<sup>th</sup>
  - Festival.net**-Update website
  - Horseshoe Pitch**-Invite Mark Bergon to January meeting to discuss needed improvements to the pit area.
  - Create a Project Plan**-
  - Thank You Notice**-
  - Workday**-Schedule Workday got Exhibit Hall Closet (Declutter, Sort, Organize, Fix Shelving)
  - Lifetime Rodeo**-Plan a Lifetime Free Rodeo award notice for selected benefactors of Fair and Rodeo programs
  - Forms Update**-Review and update early 2024 for website posting (Food Vendor, Merchandise Vendor, Education Organization). Review and update Royalty Handbook. Review and update Livestock MOU.
  - Holiday Social**-Date, Location, Invitations
- J. Next Meeting
  - Wednesday, October 11, 2023 at 6:00pm.
  - The last meeting of the Fair year will be Wednesday, November 8. There will be no December Board meeting.

**2024 Fair Dates: Thursday, August 1 – Sunday, August 4**

**2024 4-H and Open Class Dog Show: Saturday, July 20**

**2024 Quilt Entry and Judging: Saturday, July 27**

**2024 4-H and Open Class Horse Show: Saturday, July 27**

**2024 Gymkhana: Sunday, July 28**