

# Archuleta County Fair Board Meeting

## Agenda

Wednesday, May 10, 2023 at 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: Lisa Webb-W/A Rodeos, Jodi Scarpa-PSMC  
Guests will be offered time at the beginning of the meeting for their discussions.
- C. Roll Call (quorum = 5 / 8)
- D. Special Item/Open Forum (items not on agenda)
- E. Minutes: April 12
- F. Treasurer's Report 1) Deposits 2) Approve Invoices 3)
- G. Committee Reports
  - 1) Livestock Liaison/Alvin Schaaf
  - 2) Rodeo: Contractor Update, Obtain Flyers for Fair Website, Newspaper, Facebook
  - 3) Royalty: Request write-ups
  - 4) Entertainment/Music:
  - 5) Entertainment/Other:
  - 6) Exhibit Hall: Need Judges; Send Contracts & request mileage
  - 7) Parking/Logistics: Contact Mounted Rangers, Sheriff's Department
  - 8) Fairgrounds Layout:
  - 9) Honorees: Email questionnaire for write-ups
- H. Old Business
  - 1) Senior Center: Status on Use of Tent on July 29
  - 2) County Website Fair History
  - 3) Regalia Order: Super Volunteer (2), Super Superintendent (1), Royalty (3)
  - 4) Jicarilla Royalty/Little Beaver: Paul Hudson contact
  - 5) Review April DJ/Dance Fundraiser
  - 6) Final plans for May DJ/Dance Fundraiser
  - 7) Status from BOCC on Board member applications
  - 8) Status on Auction Rate Cards vs. Animal Tent Cards
  - 9) Ideas & Suggestions from past meetings
  - 10) Contractor solicitation letter
  - 11) Kids Train Repair report-1) Peter Varrati 2) Centerpont church volunteers
  - 12) Board volunteer hours log
  - 13) Vendor contacts re: License / Wolf Creek; Insurance / Emerald Fox Boutique
  - 14) Don Weber-Iron Works Demonstration
  - 15) Fair Games (Adult): Scavenger Hunt, Sign Search, Crossword Puzzle
- I. New Business
  - 1) Grand Opening Ceremony-Hughes Pavilion
  - 2) Board Oversight & Assignments-
  - 3) Kid's Rodeo-Approve Registration Form, Contractor Update, Muttin'Bustin' T-Shirt silk screen
  - 4) Board T-Shirt-Logo screen print
  - 5) Fair Book-Update Schedule, Entertainment, Greeting, Honoree & Royalty details, Sponsors, Ranch Brands, 4-H stories.
  - 6) Beer Garden-Liquor License (Mountain Rotary/Ken Rogers 903-5340)
  - 7) Portable Toilets & Hand-wash Stations-Tawnie 759-1231/264-2040 (6 T/2 HWS) tawnielucero@yahoo.com
  - 8) Sponsorship Forms: Hand Deliver Second Request
  - 9) Vendor letters to potential vendors
  - 10) Emergency Medical Service: Contact EMS, get Contract for all Rodeos. Connie.cook@psmedicalcenter.org
  - 11) Sheriff: Contact, provide dates/times (written request & information)
  - 12) Sign-Up Genius: Update general info, daily Activities, times where help is needed
  - 13) Volunteer Meeting/Dinner: Schedule, add to Sign-Up Genius, Update Outline, Plan menu, Buy paper goods

- 14) Contact Pagosa SUN and KWUF
- 15) Dumpsters: Order from County Solid Waste 264-5660 (1 Manure, 1 Fairgrounds) & Email Matt Archuleta, Dixi Rivera, and Chris Stacy
- 16) Plaques-Conservationist of the Year: Who pays for this? Fair can order with ours for discount
- 17) Plaques-Exhibit Hall: Order for Homemaker of the Year (1 Youth, 1 Adult).
- 18) Plaques-Honoree: Order for Super Superintendent and Super Volunteers – Dawn @ Regalia (800) 798-7471
- 19) Trash Carts (15-20 push carts): Order from At-Your-Disposal 970-731-4892
- 20) Wood Chips: Contact JR Ford 264-5000 or 946-5000 to reserve delivery prior to Fair
- 21) Fire Extinguisher: Delivery status
- 22) Photographer: Needs Dog Show and Horse Show schedule

**Next regular Meeting-June 14**

**Jot these dates in your calendar: 2023 Board Meetings: June 14 July 5,12,19,26 August 9 Wrap-Up  
Sept 13 Oct 11 Elections**

**2023 Fair Dates: Thursday, August 3 – Sunday, August 6**

**2023 Pre-Fair Events: 4-H Dog Show July 22; Horse Show & Gymkhana July 29 & 30**

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