Archuleta County Fair Fair Board Meeting November 11, 2020

The meeting, held by Zoom online conferencing and in-person at the CSU Extension office, was called to order by president Kerry Keegan at 6:02pm. A quorum, 7 of 12 members, was present: Kerry Keegan, Sharon Jennings, Tonya Steadmon, Lesley Mattingly, Lisa Vail, Tim Vail, Carol Kelly. Kerry welcomed and introduced our guest, Mary Adkisson, the Livestock Committee Vice President who will be the Livestock Committee liaison to Fair Board meetings.

Special Item: Tonya has completed a new application to become a Fair Board member.

Minutes: A motion to approve the minutes of the October 14 Board meeting as recorded was made by Lisa Vail, seconded by Lesley Mattingly, and approved by unanimous voice vote.

Treasurer's Report:

- a) Lesley reported that an invoice was received from EL Kay for \$1,023.00 for changing out the water fountain to a bottle refill style.
- b) The budget for the Fair Coordinator expenses needs to be changed to \$16,000 to include wages and a laptop computer.
- c) A suggestion to allow a Co-Treasurer was discussed should our treasurer be out-of-contact for an extended period. This may need to be added to the Bylaws.

Committee Reports:

Livestock Committee—Mary Adkisson said the committee is looking at things for the upcoming year. She said the new officers are Cherie Ford/President, Mary Adkisson/Vice President, Brandie Kiker/Secretary, Kendra Hittle/Treasurer.

Old Business:

Fair Coordinator Ad-Hoc Committee: The Ad Hoc committee (Kerry, Jennifer, Tonya) is scheduled to meet November 18th at 6:30pm. Kerry did not think the meetings with Larry and Scott prior to the 2020 event were productive. They told her it was not necessary for the County to be involved in the Fair's day-to-day activities and that the Fair Board did not have to answer to the County except for budget issues. Robin Young will attend the next meeting with the County along with Kerry. b) A new Gmail email account will be set up for Fair Board and Coordinator use. It was suggested that two or more Board members (possibly the president, secretary, and coordinator have access to the email so actions are covered. c) A dedicated, password protected phone line needs to be available at the CSU workroom office for use by the Coordinator and Board. Use of a 'burner' phone was suggested that could be turned in or passed on as roles change.

d) Multiple people should be listed as Fair contacts on the front page of our website for general information or for specific areas: General: Fair Coordinator and/or Kerry Keegan, Rodeo: Kerry Keegan, Exhibit Hall: Lisa Vail, **CAFS/RMAF Convention:** Lisa confirmed that the convention will be cancelled for 2020. She will call in and participate in the next meeting on November 13th.

Livestock Committee Liaison: As noted previously, Mary Adkisson, is the new liaison to Fair board meetings.

New Business:

- a) **Holiday Gathering:** A dinner and gift exchange, including the Board, Livestock Committee, and families will be planned for December 10th starting at 6:00pm if it can be held within the restrictions posed by the pandemic. Kerry will check with Robin Young or Terry Schaaf to use the Exhibit Hall.
- b) **Bylaws Committee:** A work session is scheduled for November 18th at 5:30pm by Zoom or in person at CSU. One item to be discussed is how to handle having a member return to the Board after time-off. Existing Bylaws are on Drop Box, but they were never finalized and approved in 2020.

- c) **Fair issues for 2021:** Kerry said we should plan on having a regular Fair in 2021 (if the pandemic eases and we can operate as normal). This will be our 70th Annual Fair and we need to find ways to improve the experience, have more activities for all participants, and get the community more involved in some way (bring in community judges for various events or competitions). Suggested ideas were to have sports teams, real estate offices, etc. come together for a Chili Cook-Off, Pie Bake-Off, etc. Add a 'Best Dressed' contest real estate offices, and others compete in events like a Chili Cook-Off, Pie Bake-Off, or a Best Dressed contest where certificates or ribbons are awarded. For the Kid's Rodeo present small giveaways for participation (T-shirts), but not belt buckles because this isn't a competition. Board members could meet with community groups and businesses and invite them to participate or to provide judges or sponsorships. Warren Brown/County Commissioner should be invited to attend pertinent Board meetings.
- i. Board Roster: An updated list will be generated and forward to all Board members.
- ii. Coordinator: The Ad-Hoc committee will meet and determine the requirements for this position. An email can be sent to all existing volunteers from Sign-Up Genius and an ad put on our website detailing what we are looking for in a Fair Coordinator.
- iii. Theme: Suggest leaving the general theme as "A Timeless Tradition". The logo hasn't been redone so Kerry will reach out to her cousin to see if it can be modified.
- iv. Dedication: If the Sue Ashcraft family hasn't already been notified, it was suggested that Vemmi Ray be the Fair Honoree. Lou Poma will be added to the list for the future.
- v. Royalty: It was suggested that Jennifer and Tonya head up this committee.
- vi. Board Training: Future training opportunities for the Board will be provided through CSU by Robin Young. The next Board meeting is Wednesday, January 13, 2021 at 6:00 pm via Zoom online conferencing.

The meeting was adjourned at 7:06pm.

Sharon Jennings/Recording Secretary

Approved February 10, 2021 as recorded.

2021 Fair Dates: Thursday, August 5, 2021 through Sunday, August 8, 2021

2021 Fair Meeting Dates (2nd Wednesday): January 13 February 10 March 10 April 14 May 12 June 9 July 8, 15, 22, 29 September 8