

Archuleta County Fair Board Meeting

Agenda

Wednesday, January 11, 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: Jodi Scarpa/PSMC, Alvin Schaaf/Livestock Committee
- C. Roll Call (quorum = x / x)
- D. Special Item/Open Forum (items not on agenda)
- E. Minutes: Approval of 1) November 9 Minutes, 2) December 4 Work Session Notes
- F. Treasurer's Report:
 - 1. CAFS Dues payment, 2. Last Deposit details, 3. Final Gift Card Purchase (Peak Performance Invoice, Goodwin's Department Store Invoice, Walmart Paper bill, USPS Stamps bill),
 - 4. Submission of Gift Card Receipts to County, 5. Approval of Invoices
- G. Committee Reports:
 - Rodeo – Committee contract review; Solicitation
 - Exhibit Hall – Premium Payments
 - Livestock Committee Liaison
- H. Old Business:
 - 1. 'Tough Enough to Wear Pink?' Update
 - 2. Board Member BoCC Approvals
 - 3. Mission Statement reading, revision, vote
 - 4. Bylaw reading, vote
 - 5. MOU status
 - 6. What's involved in Board membership document; Solicitation of new Board members
 - 7. Fundraisers-Fair and joint Fair/Livestock
 - 8. Application from Town for Hot Springs Blvd placement of Fair Banner
 - 9. Fire Extinguisher purchases
- I. New Business:
 - 1. Budget Detail for Specific Events-Bands, Electrician, Sound Tech, Photographer, Janitor, Kids Games, Exhibit Hall, Contract/Seasonal Workers, etc. Set Work Session if necessary.
 - 2. Update All Forms: Sponsorship, Ranch Brand, Vendor, Other-Include costs for renting floor fans, tables, racks, chairs, electricity, ice.
 - 3. Fair Banners to Design-A-Sign for Dates to be redone
 - 4. Honorees: Select Super Volunteer, Super Superintendent-Begin bios and get photos.
 - 5. Inventory of T-Shirts (Volunteers, Board, Royalty, Exhibit Hall Superintendents)
 - 6. Inventory of Ribbons
 - 7. Order Ribbons, Plaques, Name Plates from Regalia (combine order for possible discount)
 - 8. Order Belt Buckles: Kids Rodeo or Ranch Rodeo if needed. Check w/4-H to combine order
 - 9. Order Wristbands if needed
 - 10. Review and Update Judge's Contract (ready for March mailing)
 - 11. Advertise/Solicit Bids for Photographer, Rodeo Contractor, Janitor, etc.
 - 12. Select and make initial contact with Musicians for Entertainment
 - 13. Ideas and begin contacting Other Entertainment
- J. Next Regular Meeting: February 8 @ 6:00pm / Next Work Session: