



MEETING MINUTES  
OCTOBER 9, 2024

The meeting was called to order at 6:37 PM by Vice Chairman, Jim Dona. In addition to Dona, those in attendance were:

Karmin Addleman – Treasurer/ Youth Rodeo Superintendent  
Stacey Etchemendy – Secretary  
Tia Agent – Board Member  
Kelsey Stephens – Fair Manager  
Kellynne Doyle – 4-H/ Youth Educator  
Kenny & Erin Wolfley - Guest  
Nick Ladd – Guest  
Jarrod Robles – Partnerships/ WSF - Guest

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
  - a. Stacey read the minutes, minutes were amended with an updated treasurer's report, Karmin made a motion to accept the treasurers report and file for audit, Tia seconded, and the motion seconded.
- II. Treasurer update Treasurer: Karmin Addleman
  - i. Balances as of September 31, 2024
  - ii. Operating Account - \$137,925.11
  - iii. Clearing Account - \$349,807.57
    1. There is a new debit card, and it is in Kelsey's possession. The credit limit is set at \$2,500.00
    2. Bills Presented
      - a. Bills
        - i. Stinson Lawn Care - \$3,575.00 (State Fair set up)
        - ii. Wyoming State Fairgrounds - \$9,993.45 – (Rental)
        - iii. Dollys (September) - \$948.15
        - iv. Dollys (October) - \$1,097.55
      - b. Stacey made a motion to file the treasurers report for audit, Tia seconded, and the motion carried.
      - c. Stacey made a motion to approve the expenses presented. Tia seconded and the motion carried.
- III. Public Comment
  - a. Kenny and Erin Wolfley
    - i. Would like to do an awards incentive for division winners of the sheep show.
- IV. Update from 4-H Educator –
  - a. Kelsey and Kellynne have started working on the MOU
  - b. Could Dolly put on the spreadsheet when the check goes out in the mail.
- V. Update from Glenrock FFA – None

- VI. Update from Douglas FFA – None
- VII. Update from Committees
  - a. Superintendents Fair Manager: Kelsey Stephens
    - i. Kelsey is working on getting applications ready to go out.
  - b. Market Sale Board Chairman: Nick Ladd
    - i. Kenzie, didn't have any updates.
    - ii. Lamb has been delivered and processed. Board member has been in communication with the buyer.
    - iii. Ideas to avoid this issue in years to come. Market Sale Committee rep at state fair load out to verify animals go to processor.
  - c. Open Shows
    - i. None
  - d. Youth Rodeo Superintendent: Karmin Addleman
    - i. None
  - e. Ranch Rodeo
    - i. None
  - f. PRCA Xtreme Broncs Representative: Karmin Addleman
    - i. 6 camper spots needed- Sunday and Monday night
  - g. Tractor Pull Representative: Nick Ladd
  - h. Event Canceled
  - i. Ninja Warrior Course Representative: Stacey Etchemendy
  - j. Family Fun Night Representative: Stacey Etchemendy
    - i. None
  - k. Reba Talbott
    - i. Presented the idea of having a Converse County Queen/ Princess contest. She will work up structure the county contest and present this to the board for approval at the next meeting.

### **Old Business**

- I. Fair Review with WSF–
  - a. Decided on fair dates for the next three years.
  - b. 2025 - Dates will be July 12-19<sup>th</sup>
  - c. 2026 - July 11-19<sup>th</sup>
  - d. 2027 - July 10-18<sup>th</sup>
  - e. Talk about doing volunteer project(s)with the facility.
    - i. Need to continue this communication to decide what this looks like.
    - ii. Potential volunteer days –
- II. Horse Show -
  - a. Would like to do horse show two days back-to-back at South Rec. Leaders and committee members are looking at July 11-12<sup>th</sup>. This does overlap with State Shooting Sports competition in Douglas.

### **New Business**

- I. Fair Manager Report – Please see attached.
- II. Recap of September Meeting
  - a. Beef Show Times –
    - i. Karmin made a motion to offer a survey regarding options for the beef show in 2025, options will include splitting breeding into the morning market in the evening or leaving it as is. Tia seconded and the motion carried.
  - b. No max weights – need to discuss with MSC
  - c. Goats – No horns rule –
    - i. WSF is implementing a no horn rule, we need to look at following suite
    - ii. Stacey made a motion to implement a rule that all market goats shall not have horns, Karmin seconded, and the motion passed.
  - d. Positive and Negative from County Fair
    - i. Mostly positive and taking note of some of the negatives to improve upon.

- e. MOU with the Converse County 4-H Extension
  - i. Kellynne and Kelsey have propped changed following their meeting to discuss the MOU.
  - ii. Karmin made a motion to approved discussed changes to the MOU, Tia seconded, and the motion carried.
- f. Tia made a motion to set the 2025 fair dates as July 12-20<sup>th</sup>, 2025, Karmin seconded, and the motion passed.
- g. Board Training –
  - i. Everyone needs to complete.
- h. Stacey made a motion to approve the application fees up to \$1,500.00 for the PRCA Xtreme Broncs, Tia seconded, and the motion passed.
- i. The meeting was adjourned at 8:43PM, the next meeting will be held on November 13<sup>th</sup>,2024 – 6:00pm.

Executive session – None

**Converse County Fair Board**  
**Profit & Loss - All Accounts**  
 July through September 2024

	Jul - Sep 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Silent Auctions	600.00
Sponsorships	
Chute/Gate	2,000.00
Family Fun Night	30.00
Summit	2,500.00
<b>Total Sponsorships</b>	4,530.00
<b>Donations (Awards etc)</b>	
Buckles	500.00
Monetary Donation	250.00
<b>Total Donations (Awards etc)</b>	750.00
<b>Fair Fees</b>	
Chute Dogging Entry Fees	80.00
Extreme Broncs Gate Fees	2,906.05
Family Fun Night Calcutta	
Pig Wrestling	4,016.00
<b>Total Family Fun Night Calcutta</b>	4,016.00
Mini Bulls Entry Fee	80.00
Ninja Warrior Gate Fees	118.00
Ranch Rodeo Calcutta	
Teams	6,850.00
Bronc	2,250.00
Ranch Rodeo Calcutta - Other	6,650.00
<b>Total Ranch Rodeo Calcutta</b>	15,750.00
Ranch Rodeo Entry Fees	
Team	3,200.00
Bronc Rider	1,700.00
<b>Total Ranch Rodeo Entry Fees</b>	4,900.00
Youth Rodeo	765.00
Ranch Rodeo Gate Fees	1,578.25
<b>Total Fair Fees</b>	30,193.30
<b>Grant Income</b>	
Converse County	189,000.00
<b>Total Grant Income</b>	189,000.00
<b>Market Sale</b>	
FFA/4H Buy Back	0.00
Add-Ons	11,135.80
Beef	226,394.00
Goat	3,500.00
Lamb	29,481.50
Poultry	12,200.00
Rabbit	1,000.00
Swine	147,138.00
4-Add-Ons	750.00
5-Credit Card Processing Fee	210.28
<b>Total Market Sale</b>	431,809.58
<b>Total Income</b>	656,882.88
<b>Gross Profit</b>	656,882.88
<b>Expense</b>	
<b>Market Sale Expenses</b>	
Merchant Fees	217.94

**Converse County Fair Board**  
**Profit & Loss - All Accounts**  
 July through September 2024

	<u>Jul - Sep 24</u>
Misc Event Expenses	350.00
Livestock Sale	
1-Sale/Donation	419,713.50
2- 4H 3% Fee	-9,782.17
3 - Douglas FFA 3% Fee	-1,459.05
4 - Glenrock FFA 3% Fee	-1,991.71
5- 2% Fair Fee	-8,596.76
6 - Add-Ons	16,885.80
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Total Livestock Sale	414,769.61
Total Market Sale Expenses	415,337.55
Advertising	7,497.39
Award Expenses	
Caps	567.00
T-Shirts	3,837.75
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Total Award Expenses	4,404.75
Awards Given	
24/25 Fair	24,389.33
23/24 Fair	40.00
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Total Awards Given	24,429.33
Computer-Internet Expenses	346.20
Contracts	
Livestock for Horse Show	150.00
Youth Rodeo Stock	250.00
Announcers	375.00
Specialty Act	2,500.00
Ranch Rodeo Stock	940.00
Brand Inspectors	108.05
Dinner	6,034.87
Entertainment	3,927.00
Judges	
Round Robin	75.00
Swine	300.00
Beef	400.00
Goat/Sheep	600.00
Static	700.00
Ranch Rodeo/Match Bronc	800.00
Poultry & Rabbitt	300.00
Dog	300.00
Horse Halter & Performance	500.00
Horse Ride/Trail-Stock Events	200.00
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Total Judges	4,175.00
Pig Wrestling	3,500.00
Photographers	3,000.00
Superintendents	
Static	250.00
Rabbitt	250.00
Horse	500.00
Beef	500.00
Goat	500.00
Poultry	250.00
Sheep	500.00
Swine	500.00
Superintendents - Other	1,500.00
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Total Superintendents	4,750.00
Ultrasound	1,341.00
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Total Contracts	31,050.92

**Converse County Fair Board**  
**Profit & Loss - All Accounts**  
 July through September 2024

	Jul - Sep 24
<b>Dues &amp; Fees</b>	
Sanction Fees	250.00
<b>Total Dues &amp; Fees</b>	250.00
<b>Equipment Rentals</b>	4,350.80
<b>Gifts Given</b>	1,769.22
<b>Janitorial Expense</b>	51.71
<b>Liability Insurance</b>	2,501.99
<b>Mileage/Travel/Lodging</b>	2,978.35
<b>Misc Expenses/Supplies</b>	1,315.87
<b>Misc Event Expenses (meals etc)</b>	742.24
<b>Office Supplies</b>	306.43
<b>Office Rent</b>	
Transaction Fee	7.47
Office Rent - Other	2,850.00
<b>Total Office Rent</b>	2,857.47
<b>Payroll Expenses</b>	
Wages	8,250.00
Payroll Expenses - Other	6,029.63
<b>Total Payroll Expenses</b>	14,279.63
<b>Printing &amp; Publishing</b>	1,650.07
<b>Professional Fees</b>	
Bookkeeping	2,140.65
<b>Total Professional Fees</b>	2,140.65
<b>Subscriptions</b>	89.97
<b>Total Expense</b>	518,350.54
<b>Net Ordinary Income</b>	138,532.34
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
Ask My Accountant	
Operating Acct	578.82
Ask My Accountant - Other	0.00
<b>Total Ask My Accountant</b>	578.82
<b>Total Other Expense</b>	578.82
<b>Net Other Income</b>	-578.82
<b>Net Income</b>	137,953.52

**Converse County Fair Board**  
**Profit & Loss - Clearing Account**  
 July through September 2024

	Jul - Sep 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Market Sale</b>	
FFA/4H Buy Back	0.00
Add-Ons	11,135.80
Beef	226,394.00
Goat	3,500.00
Lamb	29,481.50
Poultry	12,200.00
Rabbit	1,000.00
Swine	147,138.00
4-Add-Ons	750.00
5-Credit Card Processing Fee	210.28
<b>Total Market Sale</b>	431,809.58
<b>Total Income</b>	431,809.58
<b>Gross Profit</b>	431,809.58
<b>Expense</b>	
<b>Market Sale Expenses</b>	
<b>Livestock Sale</b>	
1-Sale/Donation	419,713.50
2- 4H 3% Fee	-9,782.17
3 - Douglas FFA 3% Fee	-1,459.05
4 - Glenrock FFA 3% Fee	-1,991.71
5- 2% Fair Fee	-8,596.76
6 - Add-Ons	16,885.80
<b>Total Livestock Sale</b>	414,769.61
<b>Total Market Sale Expenses</b>	414,769.61
<b>Total Expense</b>	414,769.61
<b>Net Ordinary Income</b>	17,039.97
<b>Net Income</b>	17,039.97