



MEETING MINUTES  
APRIL 9, 2024

The meeting was called to order at 5:34 PM by Treasurer, Karmin Addleman. In addition to Addleman, those in attendance were:

Nick Ladd – Chairman via phone

Jim Dona – Vice Chairman via phone

Karmin Addleman – Treasurer/ Youth Rodeo Superintendent

Stacey Etchemendy – Secretary

Giselle Grimes – Board Member

Kelsey Stephens – Fair Manager

Kellynne Doyle – 4-H Educator

Alex Smith – Ranch Rodeo Superintendent/ Guest

Roni Vollman – Guest

- I. Minutes from last meeting *Board Secretary: Stacey Etchemendy*
  - a. Stacey distributed meeting minutes to be reviewed. Karmin made a motion to approve, and Giselle seconded. Motion carried.
  
- II. Treasurer update Treasurer: Karmin Addleman
  - a. As of March 31, 2024
    - i. Operating Account -\$197,861.98
    - ii. Clearing Account - \$24,769.99
  1. Bills to approve –
    - a. USPS (Box Rent) - \$84.00
    - b. Dolly's Bookkeeping - \$123.75
  2. Stacey made a motion to file the treasurers report for audit, Giselle seconded.
  
- III. Update from 4-H Educator
  - a. Small livestock weighing and tagging will be held on May 7<sup>th</sup>.
- IV. Update from Glenrock FFA – None
- V. Update from Douglas FFA –
  - a. A guest at the meeting informed the board that Taylor Sandmeyer is the acting Douglas FFA advisor.

- VI. Update from Committees
  - a. Market Sale - Jim Dona
    - i. Everything is moving forward.
    - ii. They are looking for band suggestions.
    - iii. New this year, they are going to sell all Grand Champions in a block.
    - iv. The committee is moving toward using show works for the sale, Kelsey expressed that she and Dolly would like to be in on this training process.
- VII. Superintendents
  - a. Static
  - b. OPEN Livestock Shows
    - i. Entries will take place through show works, but the need for paper entries was also discussed.
    - ii. Stacey, Karmin and Gisselle are working to gather the signs and get them repainted before the fair this year.
  - c. Judges
    - i. The committee is still working on hiring judges.
  - d. Converse County Youth Rodeo Superintendent: Karmin Addleman
    - i. No new updates
    - ii. It was discussed that we need to start building an arena event box for events that will have all the supplies needed.
  - e. Ranch Rodeo – Superintendent: Alex Smith
    - i. Alex gave updates.
    - ii. Stacey made a motion to approve spending \$800 for mini bulls to add to event, Karmin seconded, and the motion passed.
  - f. Tractor Pull Representative: Nick Ladd
    - i. No New Updates
  - g. PRCA Xtreme Broncs Representative: Karmin Addleman
    - i. The event announcement will be going live soon, Kelsey and Karmin are working out the details of this.
    - ii. Gate fees were discussed.
    - iii. After discussion Giselle made a motion to set gate fees to \$10/ person, 12 and under free. While offering \$20 mega passes that would provide entry into all three grandstand events to be sold up until June 12<sup>th</sup>. Karmin seconded the motion and the motion passed.
  - h. Ninja Warrior Course Representative: Stacey Etchemendy
    - i. Deposit has been submitted and Stacey will have the contract by the next meeting to complete.
  - i. Family Fun Night Representative: Stacey Etchemendy
    - i. We should have a vac truck for that night.
    - ii. Still working on getting cattle for chute dogging.
    - iii. Mutton busting is set up and good to go.
  - j. Event Coordinator position is still vacant. Jim is going to finish putting together the job description and distribute it to board members to review.
- VIII. Fair Manager update – Please see attached.
  - a. More rosettes need to be ordered. Kelsey has put a cart together and it is looking to be around \$1,800 before adding in other awards. Giselle made a motion to approve spending at Hodges up to \$2,000, Karmin seconded, and the motion passed.

### **Old Business**

### **New Business**

- I. Bids have been collected and need to be voted on tonight.
  - a. Photographer –
    - i. Three bids were submitted.

- ii. Stacey made a motion to move forward with contract paperwork for Lindsay Falkenburg, Karmin seconded, and the motion passed.
    - b. Market Sale Dinner Caterer
      - i. Two bids were submitted.
      - ii. Gisselle made a motion to move contract with the local converse county option, Jim then amended the motion to state contracting with American Heroes BBQ. Jim seconded the motion and the motion passed. Nick abstained from the vote.
  - II. Sponsorships-
    - a. Kelsey, Karmin and Stacey met with the Douglas Budget, starting that working relationship for the fair year. They will not only be offering a gracious donation. They will be helping with print advertising and the converse county tourism board grant.
    - b. Karmin has a meeting set up with Converse County Bank to discuss sponsorship, all board members are welcome to attend.
    - c. Jim made a motion to deny the contract returned by Mitch Falkenburg to do contract work for the sponsorship acquisition. Gisselle seconded the motion and the motion passed.
    - d. The board tried calling Mitch to discuss moving forward with a new contract.
    - e. Nick will reach out to Mitch and follow up with an email.
  - III. Working Meeting
    - a. Discussion of having a working meeting was tabled and the board will set this date and time via email if needed.
  - IV. The meeting was adjourned at 8:12PM. Next meeting will be May 8th, 6pm at the CC Fair Office.
- Executive session - none

**Converse County Fair Board**  
**Balance Sheet**  
As of April 9, 2024

	Apr 9, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Converse County Bank - 839	183,620.80
CCB-6036 - Market Sale Acct	24,769.99
<b>Total Checking/Savings</b>	208,390.79
<b>Accounts Receivable</b>	
<b>Grants/Foundations</b>	
Converse County 2023/2024	49,625.00
<b>Total Grants/Foundations</b>	49,625.00
<b>Market Sale A/R</b>	-9.79
<b>Total Accounts Receivable</b>	49,615.21
<b>Total Current Assets</b>	258,006.00
<b>Fixed Assets</b>	
<b>Fair Equipment</b>	
Sound System	1,610.00
<b>Total Fair Equipment</b>	1,610.00
<b>Office Equipment</b>	1,496.25
<b>Total Fixed Assets</b>	3,106.25
<b>TOTAL ASSETS</b>	<b>261,112.25</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	6,457.55
<b>Total Accounts Payable</b>	6,457.55
<b>Other Current Liabilities</b>	
Payroll Liabilities	837.48
<b>Total Other Current Liabilities</b>	837.48
<b>Total Current Liabilities</b>	7,295.03
<b>Total Liabilities</b>	7,295.03
<b>Equity</b>	
Retained Earnings	167,581.37
Net Income	86,235.85
<b>Total Equity</b>	253,817.22
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>261,112.25</b>



**Fair Manager Report:**  
**Kelsey Stephens**  
April 2024

- Updating Classes for Fair Book and Sho Works
- Buckle are in production
- Banners list sent the western sign
- Contracts for Supers & Judges- RECEIVED A FEW BACK FROM SUPERS-
- Food truck- Kevin with he fort to be our main- Graffiti Cuisine- event nights- Phillys & Cream- Bunks BBQ-Sno Queen
- Met with Karmin and Stacey about sponsorships.....
- Working all marketing projects.
- List of Social Media postings.
  - Create Event Dates- Completed
  - New static Awards
  - The community service opportunity for local 4-H groups helping with setting up the barn.
  - Get to know the Super- no one is getting me the questionnaires back
  - Get to know your board members
  - Release a schedule of events.
- Web site for fair photo for easy access to exhibitors- almost done
- Ribbon Order