

Archuleta County Fair Board Meeting

Minutes for October 9, 2024

The meeting was called to order at 6:00pm by president Emily Martinez at the CSU Extension Building in Pagosa Springs, Colorado. All were welcomed. A quorum (6 of 8) was present: Sharon Jennings, Jane Davison, Emily Martinez, Janae Sutherland, Bobby McMeens, Alexa Martinez, and Fair Coordinator Tonya Steadmon.

Special Items (not on agenda): 1) The Adventure Zone would like to bring a pool to Fair in 2025 where participants float/ride in little boats. The Zone will be asked for the water capacity of the pool, about disposing of the water after Fair ends, and if there are age or weight limit for participants. We will request that a weekend wristband cover all of their activities be made available at a discounted rate. 2) The Board of County Commissioners notified Tonya that hours spent at Fair Board meetings will now be included in reported volunteer hours. Tonya revised the hours reported to include the monthly meetings. Kent Jennings (website) and Mark Bergon (horseshoe pitch) will be asked for their hours. 3) Food Vendor fees should be reviewed and raised to \$85-\$100. Our Fair charges well below what other events charge. We must ensure appropriate 50amp electrical service is available to all food vendors. The fee we charge must be submitted to the County. A decision and vote will be tabled until the November meeting. 4) A motion to purchase one Mini PC from Amazon Prime for the new televisions at a cost of no more than \$240 was made by Jane Davison, seconded by Janae Sutherland, and approved by voice vote. County IT recommended the purchase and will assist with necessary set-up. 5) We discussed purchasing a replacement for the blue wooden 'Archuleta County Fair' sign.

A motion to approve the minutes of the September 11, 2024 Board meeting as presented was made by Jane Davison, seconded by Alexa Martinez, and approved by voice vote.

Jane reported three invoices received: County Solid Waste, CAFS, and Livestock. A check to Spanish Fiesta will be voided. Archuleta Seniors will be invoiced for trash service. Total Fair expenses were \$131,000. Sharon noted that she had not sent invoices for ice purchases to the Livestock Committee or the 4-H Council.

Tonya has received many requests from groups wishing to provide musical entertainment for Fair and has been listening to samples of their work. Interactive entertainment, such as a hypnotist, should be researched.

Posters encouraging local young ladies to apply for Royalty Court should be ready for posting at schools in January.

Tonya reviewed the Fair's 2025 budget submission with County Finance. There will be a meeting in November to discuss it which Tonya, Emily, and Jane will attend. Decisions on our budget will be finalized in December.

A schedule for the CAFS conference has not been received.

A work session will be held Friday, October 18th to being working on task lists, board responsibilities, etc.

Requests for re-appointment to the Fair Board for 2025 were received from Tabitha Hart, Emily Martinez, Jane Davison, Alexa Martinez, Becky Ziminsky, Bobby McMeens, and Sharon Jennings. Due to other commitments, Janae Sutherland will be unable to serve on the Board but would like to work with the Royalty Court as a Fair volunteer. A motion to re-appoint these six members to the Board for the 2025 Fair was made by Sharon Jennings, seconded by Jane Davison, and approved by voice vote.

Nomination and Election of Officers for 2025: Emily Martinez was nominated for the office of president. There were no further nominations from the floor. Becky Ziminsky was nominated for the office of vice president. There were no further nominations from the floor. Jane Davison was nominated for the office of treasurer. There were no further nominations from the floor. Sharon Jennings was nominated for the office of secretary. There were no further nominations from the floor. All nominees expressed their acceptance of the nominations. A motion to elect the slate of officers presented was made, seconded, and approved by unanimous voice vote.

The first board meeting for the 2025 Fair will be Wednesday, November 13, 2024 at 6:00pm at the CSU Extension building.

The meeting was adjourned at 6:51pm.

Sharon Jennings/Secretary/Archuleta County Fair

Minutes approved November 13, 2024 as written.