

October 12th, 2016

Fair Board Minutes

Call to Order 7:18 pm

Members: Dale, Nick, Tim, Deanna, Jason, Chad, Melissa, Betsey, Jake, Pete,

Secretaries Report: -

Guests – Denise, Margaret (Horse Council), Erin Nissen, Heather and Jason Tillman

- **Denise**

- She made a 100.00 dollar donation for Maxine, Lisa Browns mom from the San Luis Valley fair board. Denise thinks that continuing to do stuff like this is a great idea. She also explained why she stepped down as the fair board manager. She thought that she wasn't doing a good job. She wants someone who can step in and do a better job. She also mentioned that she is concerned about the job descriptions for the fair board. We need to figure out everyone's strengths and weaknesses so that they get the right job for the committees. We need to also make sure that all of our volunteers are here for the right reason. Also need to make sure all of the fair board members and volunteers are protected if there is a problem. We need to have each other's back. Denise wants to help in any way we need her in the future. She also really liked the volunteer lunch. That is something that we should continue to do.
- Amy mentioned that Denise goes to the county commissioners every year and tells them what goes on at Fair

- **Heather**

- She wanted to explain the situation with Chad drenching the pig. She was busy with weigh in and was not present during the situation and it was recorded. She said the only reason it was recorded was of past occurrences. They needed proof of what exactly was being done to an animal. Chad explained his side of the story and apologized, but still wasn't happy with being recorded. He wasn't trying to hide anything.
- Jason-superintendent. He aimed himself about the Watters family situation. Fair board members were present the whole time and no foul language was used towards the family.
- Chad brought up that he thinks superintendents shouldn't be 4H leaders. Thinks it could be a conflict of interest. Tim doesn't think it matters that much because there isn't enough volunteers to fulfill all of the positions. Heather doesn't feel it's a big deal as long as she follows the rules and doesn't play favorites and she doesn't feel she does.
- Heather thinks that we are chasing all of our volunteers away. Denise uses an example of our sponsorship committee, Erin agrees and suggests that just a few years ago when she was on it, they had a list and brought it to the fair board. The fair board then split it up and never had the committee do anything. Deanna says she tried to work with the committee and sent numerous emails.
- Denise says she has a volunteer, Ashley that would do whatever we needed as long as she knew what was expected as an end result.
- Denise wants to know how we get more volunteers, but we need to make sure we can hold them accountable. For example the Dairy goat super that was a leader, there was no person to go to with the issues.
- Chad thinks that Heather is taking all of this personally. All that fair board is trying to say is the potential is there whether it is intentional or not and we need to close all the loopholes and get levels of organization as a board. Heather agrees, she knows this and she loves all the kids she works with. Jason agrees that the potential is there, but Heather has never had issues. Chad says whether it is fair or unfair we open it up for the potential. Heather says she has put in a lot of time for her kids and her club. She hosts a jackpot for the valley kids.

- Amy understands where Heather is coming from. Thinks that our superintendents are great. She thinks we should not put rules about not allowing that (having a superintendent be a leader as well) but make a policy so that issues don't happen. She thinks this will be a case by case issue. So we need to use a superintendent contract, Amy gave the board a copy of the one they have for the 4-H volunteers.
- Betsey suggests Chad was saying that he has dealt with everyone including parents, so if we have a policy we can address the issues.
- Melissa – That is why she brought this up at the last meeting, as people had come to her with specific issues.
- Deanna – Throughout fair she got cornered for an hour. She suggests that people can submit issues online, through email or come to meetings. But these issues need to be dealt with as a board and we individually shouldn't be doing it.
- Heather says a lot of families contact her for help because other leaders aren't doing enough. She doesn't just help her kids but offers help to everybody.
- Deanna says that we are going through a lot at the moment and if everybody can hang on through this it will be great!
- Chad had one questions for Heather, it was with everything that happened this last year he felt she showed up to fair with a bad taste in her mouth. Chad felt that she was upset the whole fair. Heather says she was just stressed.
- Heather suggests she dealt with phone calls the night before fair about weight and quality issues with livestock.
- Deanna said she needs to send those issues to the board, as a superintendent should have a low stress job and all they need to do is enforce the rule book.
- Dale says that with him being off fair board he isn't leaving because he cares too much, and he will still be here to help. In all the years he has been here keeping volunteers is a struggle because no one wants to step up to get volunteers. We need to take care of them- Heather does great, his kids went through several clubs before they found Heather's and she is outstanding.
- Heather wants to let fair board know that their kids have been awesome and are always there to help, including Chads who are some of the best
- Chad just wants everyone to know we need to close loop holes, because we get enough criticism as a board and it would make things easier to address. We have a lot to fix as a board and we need to have a fair book we follow and not go through things as a case by case basis. And that is why we have a rule book.
- **Margaret – Horse Council**
 - She brought copies of what they want for superintendents as well as a letter with concerns for changes in the rule book to address kids in the bucking chutes.
 - Trail Course – they loved having it in the arena this year, it worked really well except the vehicles that blocked the entrance. She suggests having designated camper spots and to maybe charge a fee. And put do not park signs in front of the gates.
 - Bucking Chutes – we need to make sure kids aren't playing on them this year.
 - Exhibitor meeting – normally happens after the first horse show, can we change it to before.
 - Campers – need more regulations maybe charge fee and assign spots.
 - When does fair board need scores? Amy suggests day of and to have the superintendent go over placings (proof) before we post in online. We discuss this is a great idea for all species.
 - Buckle Sponsors – they would love to help out just let them know around January.
 - Contracts – thinks we need them for superintendents and she brought what she wants to be required for horses.

Treasurers Report:

- Checking \$12,167.86
- Savings \$2,123.58
- Checking -\$12,724.88
- Savings \$33,340.89
 - There is a negative balance but that should go away with the payments received today.
 - Deanna asked about finance charges and if we were assessing them.
 - We had voted at a prior meeting to do this, so everyone says yes.
 - Sharon had indoor expenses to go towards Saguache grant, Deanna will try to get it all approved.
 - She used a bunch of ink during fair and needs reimbursed.
 - \$53 for post op on goat.
 - Clean up checks for kids that never showed, she is going to deposit these.
 - Deanna says she can no longer do sponsorship it is too much of a process and takes too much time. This will include mailing Xmas letters and letters asking for sponsorship in January.
 - As of accounts receivable, everyone has paid, she hands out General Ledgers to everyone for the annual audit. This way we can review them before publishing.
 - Deanna is collecting info for W9 and 1096.
 - Chad wants to make sure we have received all of our buyback money – Tim says yes.
 - Betsey said poultry were the only ones to use Saguache money not rabbits.
 - **Chad moved to ratify treasurer's report – Melissa 2nd motion passed.**
- **Extension Report:** Maxine's mom is in hospice that is why she hasn't been here.
 - Amy will keep us updated but there isn't a secretary in the office.
 - **Amy needs to know 2 things**
 - Will fair board be doing their own buyers meal
 - What to do with hog tagging dates as she has tentative dates for everything else.
 - Amy will get Tim the tag numbers
 - Record books are half graded and should be done soon. Achievement night will be December 9th 6:30 pm at the National Guard building in Alamosa.
 - New enrolment begins next week. January 6th is re-enrollment deadline, March 31st is new enrollment.
- **Old Business**
 - **Articles of Association:** Deanna filed these with IRS, she isn't sure that we have a hard copy of the signed ones. We used to be able to file 990 but since we have had more than \$50,000 in income we have to do a full tax return.
 - **They don't need to match the bylaws because technically the articles should be the founding documents, and the bylaws are the evolving ones.**
 - **Nick would like her to find the signed copy.**
 - **Bylaws:**
 - **Article II, Section I, include EIN # 352276244, and add nonprofit 501 C (4).**
 - **Article IV, Officers D – add secretary and change to any two of the following may co-sign on checks.**
 - **Article V Section III, Change to president MAY call special meetings**
 - **Article V, section I, A to match what Articles state.**
 - **Add section C, if fair board member fails to represent the organization in a proper manner they may be removed by 2/3rds vote.**
 - November 1st is term deadline, Secretary should send letters then.
 - Do we advertise the positions, Deanna says yes Dale says no.
 - Jake- proxy votes bylaws state may only be used to pay bills, we need to follow this.
 - Barbra suggests set time during fair for meetings.
 - Deana wanted to add Secretary to sign for checks.
 - Dale – suggests we have a lawyer look over the bylaws.

- Barb says we need to make sure everyone surrenders their stuff.
 - Nick says it needs to be sent to board members by Oct 25 to be voted on at the next meeting.
 - Pete suggests adding section C – the option to remove someone.
 - Barb and Deanna think this is the code of ethics they will sign.
 - Deanna suggests if they can be appointed by the bylaws they should be able to be removed by them as well.
- **Fair Board Application**
 - Nick asked for thoughts on application.
 - Barbra says she thinks yes, and the simple boulder application works, and would like to combine it with the questions from the Montrose application.
 - Barbra marked down changes and will present to vote on it at next meeting.
- **Job Duties**
 - Change 6 and 7b to treasurer, change 7a to post to website.
 - Add 1. Secretary create meeting agendas
 - Attach code of ethics as page 3.
 - Add treasurer to maintain 990 and IRS State standing with secretary of state as well as 1096.
- **Superintendent Application**
 - Amy suggested using 4H volunteer Application
 - Check results online
 - Premiums
 - Background check – this will be for board members as well.
 - Barbra will get with Heather to go over handbook.
- Barbra will create superintendent packet, Board packet and work on a managers packet.
- **Manager:**
 - Deanna suggests we have a manager’s contract that is flexible depending on what the board needs each year.
 - Some years we have strengths we don’t have other years.
 - Barbra suggest changing name to Fair Coordinator
 - Deanna thinks the board needs to delegate more.
 - Betsey says the committees need to report.
 - What will we call the fair secretary, Deanna thinks Fair Administrator.
 - Basically we have 3 paid positions
 - Fair Coordinator
 - Fair Administrator
 - Office – during fair week
- **Monthly Meeting Schedule**
 - **Sponsorship**
 - June 1st will be the deadline this year, we will review all publicity in May and add sponsors in June meeting
- **New Business**
 - **2017 Fair Dates**
 - Nick thinks we haven’t discussed it enough to vote on, tables to next meeting.
 - Dale says do it Sat-Sat and tractor pull on Friday
 - Chad – Says we need to set dates and deal with specifics later, and people like the old schedule better.

Adjourn 10:35 Tim moved, Betsey 2nd passed.