

Catron County Fair Board

Arden Ward, President
Cindy Waldron, Vice-President
Shelby Saulsberry, Treasurer
Misty Werkman, Secretary

David Silva, Director
Shawn Menges, Director
Katie Lee, Director

Nancy Wolf, Director
Eugene Hutton, Director

SPECIAL MEETING Minutes for March 8, 2026
2:00 PM
Catron County Fairgrounds

1. Call to Order 2:08 PM by Arden Ward, President
2. Opening Prayer- David Silva
3. Attendance- Arden Ward, Cindy Waldron, Misty Werkman, Shelby Saulsberry, Katie Lee, Eugene Hutton, David Silva, and Shawn Menges.
 - a) Ex-Officio/Superintendents- Kelci Hutton, Tasha Donaldson
4. Introduction of Guests: Clay Donaldson Ashtyn Donaldson, Hayli Donaldson, Caleb Becker, Jessica Becker, Chelcey Laney, Benjamin Laney, Gage Laney, Jaxon Laney, Kyrell Swapp & Cheyanne Swapp (and children).
5. Announcements: None
6. Approval of March 8, 2026 Agenda- Motion by Katie. Second by Eugene.

Unanimous Pass
7. Approval of Minutes

- a) March 2, 2026- Motion to Amend Minutes to include Guest list and repost on website by Misty. Second by Eugene.

Unanimous Pass

8. Treasurer's Report-

- i. Checking Account Balance: \$63,955.18
- ii. Savings Account Balance: \$1,522.92
- iii. CD Balance: \$5,997.67

9. Public Comment: None

10. New Business

- a) Discussion, Direction and Action regarding removing Shilow Norton (Arden Ward to Remain) from the First State Bank Accounts and Adding Shelby Saulsberry. Further, authorization to receive Debit Cards and fill out any necessary paperwork the bank would need in regards to accounts Checking 0009800212, Savings account 0080043656 and CD 00010000986. One signature is required to sign checks, withdraw or transfer. Motion made by Misty. Second by Eugene. Unanimous Pass.

b) Discussion and Action regarding the use of Team Reach app.

Motion by Misty. Second by Eugene. Unanimous Pass

c) Discussion regarding Royalty Program. Kelci Hutton presented ideas and proposal for running the Royalty Program. Crowns are going to be given to titleholders that currently stand. Chaps will become property of Catron County Fair Association to be used in the royalty program as the coordinator sees fit.

d) Discussion regarding Building and Fair grounds rental management.- Misty will check with Debs office and see where that lies in the contract.

e) Discussion of filling the voids and confirming who will take on some of the duties. Went over list of Fair organization and duties. Identified and volunteers for duties.

11. Executive Session

a) Motion and vote to recess regular session and go into executive session in which the following matters will be discussed in closed session. Motion by Cindy. Second by Eugene.

Unanimous Pass.

- i. Personnel-
 - ii. 2026 Catron County Fair Rules and Regulations- address and clear up questions that have arose since last motion.
- b) Motion and vote to re-convene regular session. Motion by Cindy. Second by Shelby. Unanimous Pass.
- c) Direction that matters discussed in closed session had no action taken during the executive session

12. Unfinished Business -

- a) Executive Session- Personnel- Relative to Royalty program. Cindy made a motion that Catron County Royalty program shall be in-initiated for the 2026 fair and the reign of previous royalty will end effective March 8, 2026. Roll Call vote as follows: Shawn- Aye, David- Aye, Eugene-Aye, Misty-Aye, Shelby-Aye, Cindy-Aye, Katie- Aye, Nancy-Absent.
- b) Executive Session- Discussion, Direction and Action regarding 2026 Catron County Fair Rules and Regulations. I move to allow out of state and out of county participants that have shown at the Catron County Fair in 2025. Furthermore, I move to allow newly enrolled out of county and out of state participants only on a case by case basis that must be provided in writing to the Catron County Fair Board for their reasons to participate in the Catron County Fair. Further

Interview by the board may be requested. Failure to present sufficient case will result in denial. Motion made by Misty.

Second by Katie. Roll call vote as follows: Shawn- Aye, David- Aye, Eugene- Aye, Misty- Aye, Shelby- Aye, Cindy- Aye, Katie- Aye, Nancy- Absent.

- i. Written notice to be considered for the 2026 Catron County Fair must be provided by March 30, 2026 so it can be considered at the April 6th regular board meeting.
- ii. Case notice must be emailed to Catron County Fair Board Secretary, Misty Werkman at mistywerkman@gmail.com

c) Discussion regarding:

- i. Amending Catron County Fair Association Bylaws
- ii. Developing Conflict of Interest Policy
- iii. Developing Board Member Duties & Fiduciary Responsibilities Policy.
- iv. Developing Code of Ethics, Code of Conduct and Chain of Command.
- v. Developing Narrative Description of Activities.

d) Action Item: Adoption of developed policies

- i. Bylaws
- ii. Board Member Duties & Fiduciary Responsibilities Policy
- iii. Code of Ethics Policy
- iv. Conflict of Interest Policy
- v. Narrative Description of Activities Policy
- vi. Chain of Command

Motion to adopt written bylaws, Member duties and fiduciary responsibilities policy, code of ethics policy, conflict of interest policy, chain of command and narrative description of activities policy as written made by Cindy. Second by Misty. Unanimous Pass.

- e) Discussion regarding adding advisors and ex-officio members of the Catron County Fair Association. Just need to get people that want to fill these slots.
- f) Discussion on update of EIN and State Registration- Arden has updated the state EIN but has not been able to change the names yet. Will look into what it will take.

g) Discussion, Direction and/or Action to move forward with 501(c)3 compliancy requirements and applications. Cindy will take lead on this. She will work with the board and ensure necessary paperwork gets filled out to get us in compliance. Motion to allow Cindy to move forward on behalf of the board made by Eugene. Second by Katie. Unanimous Pass.

13. Announcements / Other / Misc. – None

14. Next Regular Fair Board Meeting- April 6, 2026- 6:00 pm at the Catron County Fairgrounds.

15. Next Fair Board Meeting Agenda additions: Fair Book Edits and ensure any changes needed get added so we can go to print.

16. Adjournment- Motion by David. Second by Misty Unanimous pass. Meeting adjourned at 7:28 PM.

*Items to be added to the agenda must be submitted to the Catron County Fair Association Secretary no later than 1 week prior to the regular scheduled meeting.

Accepted by:

_____, Misty Werkman, Secretary

_____, Arden Ward- President