Catron County Fair Board

Arden Ward, President
Vacant Position, Vice-President
Vacant Position, Treasurer
Misty Werkman, Secretary
David Silva, Director
Brock Powell, Director
Katie Lee, Director
Eugene Hutton, Director
Cheyanne Swapp, Director

Regular Agenda for November 2, 2026
6:00 PM
Catron County Fairgrounds

1. Call to Order
2. Opening Prayer
3. Attendance
4. Introduction of Guests:
5. Approval of November 2, 2026 Agenda
6. Approval of Minutes
   a) Regular Meeting October 5, 2026
7. Treasurer's Report
8. Director Reports: Each Director will take a moment and talk about what they have been working on. Please submit your written report or notes to the Secretary.

9. **Public Comment:** Public comment will be limited to 3 minutes. This is not a question -and- answer period. The board is not able to act on matters discussed during public comment.

10. **Unfinished Business**

    a) Discussion of Kids Check Status

11. **New Business**

    a) Discussion and/or Action regarding Nominations for vacant Director positions (All 9 positions)

12. **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:

       i. Personnel: Discussion of Nominations

    b) Motion and vote to re-convene regular session

    c) Motion and roll call vote that matters discussed in closed session had no action taken during the executive session.

13. New Business (continued).

a) Action regarding Nominations for vacant Director positions.

(Roll Call Vote)

b) Discussion and/or action regarding Board Officer Nominations.

i. President:

ii. Vice President

iii. Secretary

iv. Treasurer

c) Election of Board Officer Positions (Roll Call Vote)

i. President

ii. Vice President

iii. Secretary

iv. Treasurer

d) Bylaw Review and Revisions.

i. Ex-Officio Board Positions

ii. Annual Meeting

14. Announcements / Other / Misc. –

15. Next Regular Fair Board Meeting- December 7, 2026- 6:00 pm at the Catron County Fairgrounds.

16. Next Meeting Agenda items:

17. Adjournment

*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 scheduled meeting.

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
Cheyanne Swapp, Director
Eugene Hutton, Director

Regular Meeting Minutes for October 5, 2026
6:00 PM
Catron County Fairgrounds

1. Call to Order: 6:11 pm by Arden Ward, President
2. Opening Prayer: David Silva
3. Attendance: Arden Ward, Misty Werkman, Shelby Saulsberry, Katie Lee, David Silva, Eugene Hutton, and Cheyanne Swapp
4. Introduction of Guests: Katharine Yellowhair, Tasha Donaldson, Hayli Donaldson, and Brock Powell.
5. Approval of October 5, 2026 Agenda: Motion to approve agenda by Katie. Second by Eugene-Unanimous Pass
6. Approval of Minutes
    a) Regular Meeting August 3, 2026: Motion by Eugene. Second by Katie. Unanimous Pass
7. Treasurer's Report presented by Shelby Saulsberry
    i. Checking Account Balance: $223,434.35
        a) Deposits: $183,002.55

b) Withdrawls: $36,720.20

ii. Savings Account Balance: $1,528.05

iii. CD Balance: $5,997.67

8. Directors Reports:

a) Eugene: Still needing content for social media. Need to try and come up with some ideas during winter months to keep up engagement.

b) Arden: Received thank you cards from Reserve Schools for the school supply drive.

c) All other directors didn't have updates as they will wait until review of fair for most of what they have to say.

9. Public Comment: Public comment will be limited to 3 minutes. This is not a question -and- answer period. The board is not able to act on matters discussed during public comment.

a) None

10. Unfinished Business

a) None

11. New Business

a) Discussion and/or Action regarding 2026 Catron County Fair Review:

i. Exhibit Building: Need to edit vendor form. Many vendors were not there all 3 days. Cheyenne Wicketts will take over vendors next year. Katie doesn't think there should be grass vendors. And that we should put limits on the vendor spaces outside. Need to look at the coolers because they didn't work well. Special thanks to Mandy Powell for helping in the building as well. Katharine Presented that open exhibits need to be added to the book next year. This was an overlook this year. The food bank was upset with where they were placed. Wants to be more involved and see more involvment from FFA. The judges need to be more strict because most everyone got blue ribbons. So more criteria is needed so they can do sweepstakes. For the BBQ she will try and get kids more lined up before fair rather than who shows up. The individual exhibit supt needs to come to cleanup day in order to have a say. And everyone needs to have a backup. Maybe some dual control.

ii. Cleaning was good. Dawn did her best but need to have the county look at the bathroom drainage. There is no pee trap so it smells bad. The showers also are broken.

iii. Pancake Breakfast: Excellent. Need to look at replacing the griddle. Maybe having a couple more so all items can be cooked at the same time. The roasters were tripping the breakers.

iv. Rabbit/Poultry: Tasha says it went well. Didn't have any complaints. Katie wants a new judge. Also thinks we should have 2 judges for each species. Tasha says that this judge really judges fairly and to the fair, as many of the species here could be disqualified at more competetive shows.

v. Scales were questioned if they were properly certified. Misty verified they were. Scales weighed 10-15 lbs lighter than other scales at home had. For 2027 perhaps hold a few weigh dates at the fairgrounds so everyone can see where they stand. Should we increase the pig weight to 300 lbs.

vi. Swine: didn't like the sawdust that was provided. People should bring their own or get a sponsorship to provide bagged sawdust.

vii. Lambs: What went on with the lambs that should have been sifted? Vet said need more specific criteria than health. Because at the end of the day he would have wrote health papers on them. Thin does not exactly

mean unhealthy. We need to evaluate the weights of the lambs. Increase the minimum to 100? Review weights in general and see what other fairs in the state do.

viii. Goats: Also need to review weights. Maybe a 10 lb increase?

ix. Sifting committee: maybe add a packer to the sifting committee to give a packer prospective.

x. Beef: Exhibitors asked for weigh backs but otherwise no complaints.

xi. County Bred:They were not in fair entry and needs to know why they were not. Misty will see what that can be changed for next year.Katie wants a different judge because its not fair that all county bred cant show. Wants to represent the county bred kids and breeders. Wants to add a county bred heifer class. Need to address the brand inspection. State requirements.

xii. Showmanship: Adult and Round Robin went great! Would like to work on some added money for these events.

xiii. Stewardship: All went well.

xiv. Awards: because they didn't arrive in time, we should back up the deadline to get them ordered earlier. Wants to do away with the bases for the sihlouettes. Maybe make them into wall hangings or hooks.

xv. Livestock Sale: We should sell the higher places lastt or mix them up. Some of the later selling animals sold better than the grand and reserve animals. But overall went really good!

b) Discussion of Thank You Cards and Addresses list: the office cards from the kids went generally good. Mabye need to have it more organized with a signing session rather than a free for all come and go considering there were some kids that did it and many kids that did not take it upon themselves to come and complete them. Make the supt do some oversight. Make thank you card packets and hand them out to each kid. If we start the moring meeting earlier we can do a sign in session right after that.

c) Discussion of Kids Check Status: Email out the kids thank you list and check stubs so they can get started on that as well as complete their record books. We hope to be able to write checks by the end of the month. Waiting on pictures and will build the packets.

d) Discussion and/or Action regarding current Director Resignation and Nominations for vacant Director position

   i. Shawn Menges sent resignation letter by text mesage to Arden and Misty recommending Brock Powel to be nominated in his position.

   ii. Shelby Saulsberry submitted her resignation letter.

   iii. Cindy Waldron submitted her resignation letter via email to Arden and Misty.

   iv. Brock Powell Nominated and accepted nomination. Nomination made by Katie. Second by Eugene.

12. Executive Session

a) Motion to recess regular session and go into executive session in which the following matters will be discussed in closed session. No Motion made as concensus was no one needed to discuss in closed session and felt ready to vote.

   i. None

b) Motion and vote to re-convene regular session: No motion necessary

c) No Motion and roll call vote that matters discussed in closed session had no action taken during the executive session.

13. New Business (continued).
    a) Discussion and/or action regarding Nominations for vacant Director position:

        Election of Vacant Director Position:

        i. Brock Powell: Roll Call Vote: Katie Lee- Aye, Cheyanne Swapp- Aye, Eugene Hutton- Aye, David Silva- Aye, Misty Werkman- Aye. Brock Powell Confirmed.

14. Announcements / Other / Misc. – Eugene would just like to say how great of a job everyone did this fair and does for the community.
15. Next Regular Fair Board Meeting- November 2, 2026- 6:00 pm at the Catron County Fairgrounds.
16. Next Fair Board Meeting Agenda Additions: Board Elections, Officer elections and Bylaw revision next meeting.
17. Adjournment motion made by Katie. Second by Brock. Unanimous Pass. Meeting Ajourned at 8:26 PM

Bylaws of the Catron County Fair Association

Article I — Name and Legal Status

Section 1. Name

The name of this organization shall be **Catron County Fair Association** ("the Organization").

Section 2. Legal Status

The Organization is a nonprofit corporation organized under the laws of New Mexico.

Section 3. Tax-Exempt Status

The Organization is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

- The Catron County Fair Association will not directly or indirectly participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office.
- Catron County Fair Association is not expressly empowered to engage, other than as an insubstantial part of your activities, in activities that do not further one or more of the purposes outlined in the bylaws of the association.

Section 4. Mission and Purpose

The Organization exists to:

- Operate and manage the annual county fair
- Promote agriculture, livestock, youth participation, and community education
- Provide exhibitions, competitions, entertainment, and cultural programming
- Support local producers, artisans, and civic organizations
- Partner with county government for fairground use, programming, and public benefit

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Article II — Offices

Section 1. Principal Office

The principal office shall be located in Catron County, New Mexico.

Section 2. Registered Agent

The Organization shall maintain a registered office and agent in New Mexico as required by law.

Article III — Governance Structure

Section 1. Board-Run Organization

The Organization shall have **no voting membership**. All corporate authority and governance shall be exercised by the Board of Directors.

Section 2. Relationship with County Government

The Organization may coordinate with Catron County government regarding:

- Fairground facilities
- Public safety and compliance
- Cooperative funding or support
- Shared programming

The Organization remains an independent nonprofit entity governed by its Board.

Article IV — Board of Directors

Section 1. Authority

The Board of Directors governs all affairs, property, policies, and finances of the Organization.

Section 2. Composition

The Board shall consist of nine (9) directors that reside in Catron County or a Catron County School District.

Section 3. Representation

The Board should collectively reflect agriculture, livestock, youth programs, education, business, and community leadership interests within Catron County.

Section 4. Terms

- Directors serve one year terms.
- Directors can serve multiple terms.

Section 5. Duties

The Board shall:

- Establish strategic direction and policies
- Approve annual fair operations and programming
- Approve Financial Reports and major expenditures
- Oversee facilities, safety, insurance, and compliance
- Maintain partnerships with county government and community organizations
- Ensure financial accountability and transparency
- Support sponsorships and fundraising

Section 6. Vacancies

Vacancies shall be filled by majority vote of remaining directors for the remainder of the term. In the event a Director cannot complete their term, directors are encouraged to nominate their replacement.

Section 7. Removal

A director may be removed by a two-thirds vote of the Board for:

- Failure to attend meetings
- Misconduct or ethical violations
- Breach of fiduciary duty
- Conflict-of-interest violations

Article V — Officers

Section 1. Officers

The officers shall be:

- President
- Vice President
- Secretary
- Treasurer

Section 2. Election

Officers shall be elected annually by the Board from among its members.

Section 3. Duties

President

- Presides over meetings
- Serves as primary representative of the fair
- Ensures execution of Board policies
- Primary liaison to the County

Vice President

- Assists the President
- Acts in the President's absence

Secretary

- Maintains minutes and official records
- Oversees compliance filings and documentation
- Secondary liaison to the County.

Treasurer

- Oversees financial management
- Provides regular financial reports
- Ensures accounting controls and compliance

Article VI — Committees

The Board may establish committees, including:

- Fair Operations
- Livestock Exhibits
- Vendors & Exhibits
- Entertainment & Events
- Sponsorship Awards & Fundraising
- Rodeo and Arena
- Royalty Program

Committees report to the Board and operate under its authority.

Article VII — Meetings

Section 1. Regular Meetings

The Board shall meet:

- Monthly on the 1st Monday of each month at 6:00 pm.

Section 2. Annual Meeting

An annual planning meeting shall take place in October to:

- Review prior fair performance
- Review finances
- Set goals and priorities
- Elect Directors and Officers

Section 3. Special Meetings

Special meetings may be called by the President or a majority of directors.

Section 4. Attendance

Directors must attend a minimum of 80% of meetings in person. No more than 20% of meetings can be attended virtually.

Section 5. Notice

Notice shall be provided at least seven (7) days in advance unless urgent circumstances exist.

Section 6. Quorum

Five (5) directors constitute a quorum.

Section 7. Voting

Actions pass by majority vote unless otherwise required by these bylaws.

Article VIII — Financial Management

Section 1. Fiscal Year

The fiscal year shall be October 1 – September 30 unless changed by the Board.

Section 2. Financial Report

The Board shall approve an annual Financial Report.

Section 3. Banking

Funds shall be deposited in FDIC insured financial institutions approved by the Board.

Section 4. Financial Controls

The Organization shall maintain:

- Dual authorization for major expenditures of $5,000 or more.
- Segregation of financial duties when feasible
- Monthly financial reporting
- Annual financial review or audit when practical

Section 5. Compensation

No part of the Organization's earnings shall benefit private individuals except reasonable compensation for services or purchases for reimbursement.

Article IX — Conflict of Interest

The Organization shall maintain a written conflict-of-interest policy requiring:

Disclosure of financial or personal interests

Recusal from related votes

Documentation in meeting minutes

Article X — Insurance and Risk Management

Catron County agrees to maintain fire, theft, casualty, liability insurance satisfactory to the County, insuring the County as the owner of the Fairgrounds. The County shall maintain insurance for the Association, its members, volunteers, or agents for any liabilities incurred for performance of their duties as volunteers. Director and Officer Insurance will be maintained by the Organization.

Article XI — Indemnification

To the fullest extent permitted by law, the Organization shall indemnify directors, officers, volunteers, and agents acting in good faith on behalf of the Organization.

Article XII — Amendments

These bylaws may be amended by:

- Two-thirds vote of the Board, and
- Prior written notice of proposed changes.

Article XIII — Dissolution

Upon dissolution, assets shall be distributed to one or more nonprofit organizations serving similar charitable or educational purposes and qualifying under Section 501(c)(3).

Certification of Adoption

Adopted by the Board of Directors of the Catron County Fair Association on 8th Day of March, 2026.

Revision Voted and approved by Board of Directors on this 6th Day of July, 2026.

President: _____

Secretary: _____

History:

Original Adoption: 3/8/2026

Revisions:

April 6, 2026

July 6, 2026