



CGRA Board of Directors Agenda and Meeting Minutes

Meeting Date: 07/06/2026

18:30 Time - Roger Courtemanche brings the meeting to order.

Agenda Item	Time	Notes
President's Report - Roger Courte...	18:30 - 18:35	● Focus on this meeting for Rodeo and final decisions for the BOD. ● James Thorstadt - Offers condolences for the loss of one of our past board members ● Focus on the financials, especially the outstanding balances due. ● Questions about if lunch and dinner tickets had been produced. ●
Vice Presidents Report - Mark Arnold	18:35 - 18:40	● Mounted Patrol was wanting to join us for the Grand Entry ○ Housed out of Jeffco fairgrounds ○ Equine Massage services for free - Daniel Lucio ● Alumni will need to have VIP access to the grounds and will need a space on the surface. ● Public Relations – 2 film crews are coming more on the IGRA story, but will be present ○ TRIBE ○ BBC ○ New Zealand - book writing section. ● Reaching out for confirmations in regards to out of state royalty
Secretary - Devon Garcia	18:40 - 18:44	● BOD Meeting Minutes have been posted to the website, any comments or concerns? I therefore MOVE that the BOD Meeting Minutes from last month be approved - Seconded by Robert Thurtell - Motion Passes ● Vote discussion in regards to the production of programs was for the \$1500 for a total of 750 programs. ○ Due to increased sponsorship we needed to have an increase in pages productions, the goal was

		- not to exceed the \$1500 but also ensure that there was a QR Digital copy ○ 500 copies of the program ○ Seconded by Robert Thurtell ■ Recommends a recycle box to allow the programs to be recycled for the next day ■ Query was why the difference in the program qty when it was approved off of a quote. ○ MOTION Passes.
Treasurer - David Hill	18:44 - 18:49	● The Financials for last month have been posted to the Website, please feel free to ask any questions ● Please email David Hill with what checks need to be done and when they must be done by. ○ Carts and ICE on Friday ● Glad to see that there are better financial balances into the weekend.
Trustee - Robert Thurtell	18:49 - 19:05	● IGRA Trustee's Award - Allowed up to 5 plaques at the cost of IGRA, this can be across the country and during other events as well. ○ Deadline of these names by July 20th for an online motion ● Allison Gilliano ● Jul 31, 2026 -Conservation setup to be done by Robert Thurtell ○ ● Ran out of cards, could have used another 2500 for next year. ● ICE Wagon needs a 110 - holds a total of 240, increasing the amount of ice to the total max amount of 240 from the 210. - Seconded by Tommy Channel, MOTION Passes ● Tent scheduling
Rodeo Director - Tommy Channel	19:06 - 19:32	● No major concerns ● Michelle Hood meeting scheduled for Security tomorrow ● ICRME to go over the details of the kitchen tomorrow, they will be making breakfast for us as well. ● Food trucks will be in place by 4pm Friday ● Out with Michael on Wednesday, back on Thursday as needed. ● Advise everyone that you speak with to make sure to hydrate and sunscreen ● Edd Schommer ○ Volunteer for personal massage - curious about space on the midway for this option, looking for a space on the midway. ○ TIPS certified personnel are prepared

		○ Coors may be donating ○ Signage for pricing and alcohol and a sign for the ticket booth, where they will be getting ○ Water pallets 920 bottles will be delivered on Thursday and for delivery. ○ Robert MOTION that we order 2 pallets of water will be ordered and delivered by Amazon via Jackie Kemp. Seconded by Tommy Channel - MOTION Passes ○ Parking access needed for badges - Friday will need 3, Saturday ○ Will be present at the bar by 1pm for setup on Friday, then 10am for a bar open at 11am for the weekend. ● Was made aware that she didn't end up ordering or sponsoring Community Goat Dressing. ○ Offer of solution - ○ MOTION that the 4 buckles for The Community Goat Dressing to be used for community goats - Seconded by Monique Zimbelman . Passes Unanimously -
Public Relations Chair - Sebastian Matthews	19:41 - 19:50	● Program updates ● Update on the bundle sales were for a total of 35 ● TSHIRT sales, where are they and what do we have. ○ T-Shirts for sale are with Confirmed by Monique by Thursday to be brought to the grounds ○ Contestant T-shirts - are currently with Sebastian ○
Fundraising Chair - Ashley Unruh	19:57 - 20:01	● Murdochs in Arvada donated a shirt, hat, chair ~\$150 ● Fundraising events and donations have been turned in. ● Gift cards, baskets, hats ● Concerns about contestant bags - do we have the products to put in them. ○ Edd/Charlies will have some contributions to be brought on Friday. ○ CGRA bracelets were ordered ○ Swag from the other bars when funds are brought - up.
Rodeo Events Chair - Jackie Kemp	19:50 - 19:57	● Junior rodeo buckle updates? - Entry ● Grand Entry Trailer parking down at the lower level barn area. ● Flag Poles in the trailer - 9 flags, 2 CGRA, 2 IGRA, 2 Canada, Pride Flag, Mexican ● Alumni, 50 year, royalty flags to be brought. ●

Membership Chair - Monique Zimbelman	19:36 - 19:41	- Membership lists have been validated against Wix and Financials, the Membership committee “Moves that the BOD approves and accepts the 4 new as presented according to Attachment #1.” (Seconded by - Devon Garcia - Passes unanimously - Monique Zimbelman MOTIONS that we renew Carolyn Herbert as a renewal member as she had a lapse of over 12 months. - Seconded by Devon Garcia, - MOTION PASSES
Special Committee Reports		See Below
CGRA - By-Laws Committee - Devon Garcia		•
IGRA Committee - Robert Thurtell		•
Audit Committee - No Chair Person		•
Royalty Committee - No Chair Person		- No updates at this time, no responses have been heard from our Miss and our Mr 1st RU - Seth has completed his requirements.
Old Business		•
New Business	20:02 -	- Are we using and optionally gaining the benefits of the Southwest Airline Ticket available? - Email conversations in regards to this topic. - Raffle vs Secretary of State. - Jackie Kemp MOTION's that 3 random buckles in the trailer to be added to the silent auction - Seconded

		by Tommy Channel - Passes ○ Miss CGRA 2018 ○ MR CGRA 2016 ○ Bull Riding Champion 2025 • Many sentiments from Roger, Tommy that everyone has been amazing in making the rodeo possible
Recess of BOD		 Person Called Meeting to end, General Membership to start @
Readjourned		 Person Called meeting back to order
Topics discussed		•
End of Meeting	20:22	 Roger Courtemanche

Attendance Records	
Quorum Requirements for BOD is 6 of 10	Quorum Attendance is TBD ▾
Roger Courtemanche Virtual ▾	Tommy Channel Virtual ▾
Mark Arnold Virtual ▾	Jackie Kemp Virtual ▾
Devon Garcia Virtual ▾	Ashley Unruh Virtual ▾
David Hill Virtual ▾	Sebastian Matthews Not in Attendance ▾
Robert Thurtell Virtual ▾	Monique Zimbelman Virtual ▾
In Person	Virtual
1. N/A	1. Edd Schommer

Attendance Records	
Quorum Requirements for BOD is 6 of 10	Quorum Attendance is TBD ▾
Roger Courtemanche Virtual ▾	Tommy Channel Virtual ▾
Mark Arnold Virtual ▾	Jackie Kemp Virtual ▾
	2. Alexander Stokes

Attachments/Appendix:



CGRA General Membership Agenda and Meeting Minutes Meeting Date: July 2026 - NO General Membership was held this month.

Quick recap

This was a CGRA Board of Directors meeting held just before the Rocky Mountain Regional Rodeo 43, focusing primarily on rodeo preparations and logistics. The meeting began with Roger announcing the passing of long-time member Jim Thorstead and former board member Jim Gallant, with the board extending condolences to their families. Mark provided updates on security arrangements, confirming that Mountain Patrol would join the Grand Entry and that an equine massage therapist would offer free services at the event. The board approved an executive committee decision to produce 500 programs for \$1,500 with a QR code for digital access, and approved increasing the ice order from 210 to 240 bags at \$4.20 each due to expected high temperatures. Financial updates showed improved financial position compared to previous years, with \$7,000 in entry fees received from IGRA. The board approved participating in a Night Market event at Civic Center Park on July 31st and authorized purchasing two pallets of water at 21cents per

bottle for the rodeo. Ed provided detailed updates on bar operations, confirming beverage pricing of \$8 for premium drinks, \$6 for well and canned beer, and \$2 for bottled water, with Coors donating rollaway bars and Bacardi providing signage. The conversation ended with confirmation of contestant bag stuffing scheduled for Friday afternoon and bar staff arriving early Friday morning for setup.

Next steps

Alex

- Volunteer as games manager and take the necessary certification class for future raffles.

Ashley

- Order and deliver two pallets of bottled water for the rodeo weekend.
- Follow up with Sebastian to ensure he collected swag from bars for contestant bags.

David Hill

- Email Robert with any check needs (amount and when needed) for rodeo expenses.

Devon

- Send Ed a message regarding volunteer badges for his bartending staff.
- Research and provide a list of backup farriers for the rodeo weekend.

Ed

- Reach out to Adario Valdoto to confirm his volunteer services for personal massages at the rodeo.
- Provide volunteer badges for his bartending staff and coordinate with Devin for distribution.
- Bring items for contestant bags to the fairgrounds on Friday.

Jackie

- Send Devin the names of junior members participating in Grand Entry and their parents for badge access.

- Put the three random buckles found in the trailer into the silent auction.

Mark

- Speak to the gate personnel to allow alumni free entry and parking, and provide his phone number for contact.
- Set up the equine massage person (Daniel Lucio) next to the veterinarian and direct them to sign liability waivers at registration on Friday.
- Ensure that the alumni space serves as the press junket/interview space for the film crews.

Robert

- Collect names for IGRA Trustees Awards and special appreciation plaques by July 20th, and send out an online motion for voting.
- Head up the organization for the Civic Center Park Night Market event on July 31st.
- Increase the ice order to 240 bags for the rodeo weekend.
- Put together the trustee file/book for the rodeo.
- Call the fire department to schedule an inspection for the tent setup.

Roger

- Direct Monique to ensure that Jameson delivers the t-shirts to Tommy no later than Thursday.

Tommy

- Call to confirm the status of the Junior Rodeo Buckles.
- Ensure that the t-shirts are delivered to him by Thursday.
- Co-coordinate with Alex on the games manager certification and raffle process.

Summary

Rodeo Event Planning Updates

The board meeting focused on preparations for the upcoming Rodeo event. Roger announced the passing of two former board members, Jim Thorstead and Jim Gallant, and requested concentration on Rodeo-related matters. Mark provided updates on security arrangements, including Mountain Patrol joining the Grand Entry and securing an equine massage therapist, while also

confirming film crews from Tribe TV, BBC, and a New Zealand documentary team would be present. The conversation ended with discussions about press passes and alumni participation, with Mark noting that while some royalty participants had been confirmed, others had not yet responded.

Program Production Budget Approval

The board approved the production of 500 program copies for \$1,500, with delivery expected by Thursday or Friday morning. Roger explained that the executive board made this decision due to increased costs from inflation and additional pages needed for more sponsors. Mark suggested placing a recycling box for programs, and the board agreed to keep some copies on hand for potential sponsor requests.

Financial Updates and Event Planning

The meeting covered financial updates, upcoming events, and recognition awards. Robert reported that financials look better than last year, with \$7,000 in entry fees received from IGRA and accounts receivable collected. The group discussed IGRA awards and trustees awards, deciding to collect names by July 20th for recognition at the August 14th board meeting. Robert also proposed participating in the Night Market event at Civic Center Park on July 31st from 5-10 PM, suggesting they could display information about CJRA and demonstrate roping skills without animals.

Ice Order and Media Updates

The board approved a motion to increase the ice order from 210 to 240 bags at \$4.20 each, representing an additional \$80 cost, due to expected high temperatures of 100-103 degrees over the weekend. Robert agreed to handle setup for an upcoming event on July 31st, which falls after the North Star event. The board was informed that 18 media passes have been produced, with additional press expected including BBC, UK tribe press, and a New Zealand group, though specific arrangements for these outlets need to be confirmed with public relations.

Rodeo Beverage Service Planning

The meeting discussed arrangements for a rodeo event, focusing on beverage services and water supply. Ed reported having TIP-certified staff and bartenders in place for the weekend, with Coors donating rollaway bars and troughs. A motion was approved to order two pallets of water at \$2 per 16.9 ounce bottle, with delivery scheduled for Thursday. The group confirmed beverage pricing: \$8 for premium drinks, \$6 for well and canned beer, \$3 for soda, and \$2 for water.

Event Water and Beverage Planning

The group discussed water supply for an upcoming event with approximately 1,100-1,200 attendees, confirming a 21-cent per bottle pricing and backup plans if supplies run low. Ed presented plans for beverage service including beer seltzer, liquor, and creative cocktails, and requested parking passes for volunteer bartenders working 10am-10pm shifts. The discussion covered badge requirements for parking access and contestant bags, with approximately 120-150 contestants expected including officials, and confirmed that \$3,800 in sponsorship funds would provide rainbow contestant bags by Thursday or Friday morning.

Contestant Bag and Bar Planning

The team discussed plans for filling contestant bags on Friday afternoon with six volunteers scheduled before 4 PM. Ed confirmed that canned sodas would be available at \$3 per can, including diet, Sprite, and regular options, with bar setup beginning at 10 AM each day and opening at 11 AM on Saturday and Sunday, and 4 PM on Friday. The Saturday night schedule was confirmed to run from 7-10 PM with Bingo featuring Mr. Leather Colorado and DJ performances, and Kenny and John were confirmed to work the bar on Saturday.

Community Goat Dressing Buckle Approval

The board discussed and approved a solution for community goat dressing buckles, with Tommy making a motion to redirect four existing buckles (originally intended for junior rodeo) to community goat dressing at \$100 each, which Ed personally sponsored. The board also approved the renewal of Carolyn Herbert's membership and accepted four new members: Stefan Noran, Michaela Peterson, Isabella Yagoda, and Brendan Ferrari. Regarding t-shirts from the church event, the board confirmed they would be delivered to the rodeo grounds by Wednesday or Thursday, with Monique taking responsibility for tracking the inventory and ensuring proper delivery.

Rodeo Event Planning Updates

The meeting focused on several key topics related to the upcoming rodeo event. Ed reported that updates about the volunteer party were sent to the wrong group, and the deadline for program updates had passed, though efforts would be made to correct this. Ashley provided updates on fundraising efforts, including donations from Murdoch's and various items for contestant and volunteer bags, though concerns were raised about the content of contestant bags. The group discussed logistics for junior members participating in grand entry, confirming they would receive free access and could trailer in to the barn area. Ed also brought up the Southwest ticket raffle opportunity, emphasizing the need to follow legal requirements for raffles.

Raffle Requirements and Implementation

The board discussed the legal requirements for conducting raffles versus chance drawings in Colorado, with Robert and Devon explaining that raffles require paid tickets while chance drawings must include a free entry option. The group decided to postpone implementing any fundraising raffle until proper certification and management can be arranged, with Alex and Tommy volunteering to handle the necessary research and certification as games managers. The board also approved placing three rodeo buckles in the silent auction, and Tommy confirmed he would remain available during the rodeo weekend for any questions or concerns.

Farrier Planning for Rodeo Event

Robert also mentioned he would compile the trustee file materials the following day, and confirmed that Melody Floerquist would provide EMT services for Friday, Saturday, and Sunday.