



**REGULAR MEETING NOTICE**  
**33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**TUESDAY July 9, 2019 – 6:00PM**  
**Board Room – Administration Building**  
**www.sanbenitocountyfair.com**  
**Bolado Park Event Center**  
**9000 Airline Hwy, Tres Pinos, CA**  
**831-628-3421**  
**Notice to Public Friday June 28, 2019**

<b>Directors:</b>	Jennifer Coile - President	Anne Hall	Vacant Pending Appointment
	Nick Peters – Vice President	Stan Pura	Vacant Pending Appointment
	Nicole Shelton	Paul Rovella	Vacant Pending Appointment

**Mission Statement**

The 33<sup>rd</sup> District Agricultural Association organizes and presents a family oriented annual County Fair which is entertaining, educational and affordable to all members of its community. It manages its facility to provide safe and attractive year-round environment for its community.

**Notes**

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comment” portion and/or during the discussion of any particular item listed on the agenda.<sup>1 2 3</sup>

**MEETING AGENDA**

**6:00 pm**

**CALL TO ORDER** – President Jennifer Coile

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

**PLEDGE OF ALLEGIANCE** – Led by Director Nick Peters

**ROLL CALL/DIRECTORS ABSENT** – Directors Present, Directors Excused.

**INTRODUCTION OF GUESTS AND STAFF** -

**PRESENTATIONS**

**PUBLIC COMMENT**

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board’s jurisdiction. Please be informed that public participation under Public Comment will be limited to three (3) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such Public Comment item for business until and unless such item has been properly placed on the agenda at a future meeting.

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<sup>1</sup> Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO’s office at 831-628-3421

<sup>2</sup> The 33<sup>rd</sup> DAA agendas can also be accessed on the web at <http://www.sanbenitocountyfair.com>

<sup>3</sup> Questions regarding agenda items should be directed to the CEO’s office at 831-628-3421

**CONSENT AGENDA** *(Discussion and Action by Board)*

1. Review and Approval of Minutes of the March 12, 2019 Meeting.
2. Review and Approval of Notes of the April 9, 2019 Meeting.
3. Review and Approval of the Minutes of the May 14, 2019 Meeting
4. Review and Approval of the Notes of the June 11, 2019 Meeting.
5. Review and Approve Interim Event Contracts for March 2019.
6. Review and Approve Interim Events Contracts for April 2019.
7. Review and Approve Interim Events Contracts for May 2019.
8. Review and Approve Interim Events Contracts for June 2019.

**REPORTS AND INFORMATION** *(All Reports are informational)*

**CEO REPORT**

1. Informational Report Regarding Bolado Park Event Center provided in board packet prior to meeting includes:
  - a. Update on Facility Maintenance Repairs
  - b. Information on Interim Rentals
  - c. General Overview of Facility Operations
  - d. Administrative matters
  - e. Board and Volunteer Recruitment activity
  - g. Community/Government Relations
  - h. Horse Show, Rally, CGA Prep and other Events on Grounds
2. Discussion and direction on items on Manager's Report

**COMMITTEE REPORTS**

1. Finance Committee – Director Rovella
  - a. Receive Finance Committee Report for February 2019 Financials
  - b. Receive Finance Committee Report for March 2019 Financials
  - c. Receive Finance Committee Report for April 2019 Financials
  - d. Receive Finance Committee Report for May 2019 Financials
  - e. Update on progress 2017 Audit.
2. Vision/Buildings and Grounds – Directors Hall and Pura
  - a. Report on Grounds committee meeting
  - b. Update on progress of maintenance projects
3. Marketing – Directors Coile
  - a. Sponsor Coordinator report on 2019 Fair Sponsorship timelines - attached
  - b. Update on committee meeting – summary notes attached
  - c. Poster Draft to review
  - d. Update on inhouse marketing items in place.
4. Fair Program – Directors Coile and Shelton
  - a. Committee Report
  - b. Review of new ideas and implementation
5. Livestock – Director Peters
  - a. Report and discussion on June 25, 2019 meeting– summary notes attached
  - b. Next meeting; Tag pick up Wednesday July 17, 2019 in Board Room
  - c. Tags, tagging sheets and photos due back to office August 2, 2019 at 4:00pm
6. Heritage Foundation – Directors Rovella and Pura
  - a. Committee to Provide update on Heritage Foundation Activities

7. Youth Ambassadors – Director Peters
  - a. Applications due Friday July 12<sup>th</sup> to the Office.
8. Saddle Horse Show – Directors Hall and Rovella
  - a. Review of Office and Grounds items from the 2019 Show.
9. 7779 Airline Highway Reuse Committee – Directors Coile and Pura, Director Rovella alternate
  - a. Report on committee meeting.

**OLD BUSINESS** *(Discussion and Action by Board)*

1. Review and approve Introduction, Definitions, By Laws and Board meetings sections of the Policy Manual.
  - a. Review and approve Committees, Representatives of the Board and Interim Events sections of the Policy Manual.
2. Discuss and Approve February 2019 Financial Statements.
3. Discuss and Approve March 2019 Financial Statements.
4. Discuss and Approve April 2019 Financial Statements.
5. Discuss and Approve May 2019 Financial Statements.

**NEW BUSINESS** *(Discussion and Action by Board)*

**MATTERS OF INFORMATION** *(Informational) No discussion/debate on topics introduced under the Matters of Information will be permitted. No action will be taken on such comment at this time, as law requires formal public notice prior to any action on an agenda item.*

- A. Director Comments
- B. Manager Comments
- C. Correspondence:
- D. Important Dates to Remember:
  - a. Rally Event Friday July 5-Saturday July 6, 2019
  - b. Second Art at Bolado Park project Wednesday July 10<sup>th</sup> from 10:00am-12:00pm
  - c. Horse Department Meeting Wednesday July 10, 2019 at 6:00pm
  - d. California’s Richest All Girl Roping July 11, 2019
  - e. CDFA Webinar on AB1499 July 11, 2019
  - f. Heritage Foundation Meeting Tuesday July 16, 2019 at 6:00pm
  - g. Livestock tag pick up Wednesday July 17, 2019 5:00-7:00pm in the Board Room  
Tags, tagging sheets and photos due back to office August 2, 2019 at 4:00pm
  - h. Chamber mixer here 5:00pm – 7:30pm Wednesday August 14, 2019 with 3<sup>rd</sup> Art at Bolado Park.
- E. Next Board Meeting Information – **Tuesday August 13, 2019 at 6:00pm Board Room**
  - a. Agenda Items: Items for discussion and/or action to be listed on the next regularly scheduled board meeting agenda
    - i.
    - ii.

**ADJOURNMENT**