



REGULAR MEETING NOTICE
33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
TUESDAY August 13, 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 August 2, 2019

Directors:	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 33rd 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.^{1 2 3}

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.

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

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

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

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. Update on inhouse marketing items in place.
 - d. Road Signs update
4. Fair Program – Directors Coile and Shelton
 - a. Committee Report
 - b. Review of new ideas and implementation
 - c. Security
 - d. Kick Off Dinner
5. Livestock – Director Peters
 - a. Report and discussion on Tagging pick up and turn in.
 - b. Update on rest areas and safety in the Barns



6. Heritage Foundation – Directors Rovella and Pura
 - a. Committee to Provide update on Heritage Foundation Activities
 - b.
7. Youth Ambassadors – Director Peters
 - a. Applications received and interview schedule TBD.
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)*

1. Discuss and Approve June 2019 Financial Statements.

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. Chamber Mixer in The Oaks Wednesday August 14 from 5:00-7:30 The Oaks
 - b. Third Art at Bolado Park project Wednesday August 14th from 6:00-7:30pm at Mixer
 - c. Stills Department Meeting Thursday August 15, 2019 at 6:00pm in Board Room
 - d. Heritage Foundation Meeting Tuesday August 20, 2019 at 6:00pm in Pinnacle Room
 - e. Horse Department meeting Wednesday August 21, 2019 at 6:00pm
 - f. CDFA Webinar on AB1499 July 11, 2019
- E. Next Board Meeting Information – **Tuesday September 10, 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