



# REGULAR MEETING NOTICE

33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION

BOARD OF DIRECTORS MEETING

Tuesday September 9, 2020 – 6:00PM

[www.sanbenitocountyfair.com](http://www.sanbenitocountyfair.com)

Bolado Park Event Center

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Agenda posted Saturday August 29, 2020

## ZOOM CONFERENCE LOG IN INFORMATION

Topic: September 2020 Board Meeting

Time: Sep 8, 2020 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82778800139?pwd=Z1RvanEzV09ZZnNha094b2ViM0lxZz09>

Meeting ID: 827 7880 0139

Passcode: 09082020

Dial by your location

+1 669 900 6833 US (San Jose)

### Directors:

Paul Rovella – President

Anne Hall

Richard Bianchi

Nicole Shelton – Vice President

Stan Pura

Vacant Pending Appointment

Nick Peters

Jennifer Coile

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. To make a request to add an item to the agenda or request a presentation to the Board, please contact the office at 831-628-3421 or [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) eleven (11) calendar days before the meeting.<sup>1 2 3</sup>

### **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.

Should you wish to write a letter to the Board, please email [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) no later than 12:00pm on Monday August 10, 2020 and your letter will be forwarded to each board member to read prior to the meeting. Letters must be received by mail at PO Box 780 Tres Pinos, CA 95075 by Monday August 10th also to be scanned to the Board Members.

<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

# MEETING AGENDA

**6:00 pm**

**CALL TO ORDER** – President Paul Rovella

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 Nicole Shelton

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

**INTRODUCTION OF GUESTS AND STAFF** –

**PUBLIC COMMENT** – Members of the public will have up to 3 minutes to address items under this board’s jurisdiction but not on the agenda

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

1. Review and Approval of the Minutes from the August 11, 2020 Board Meeting.
2. Review and Approval of CEO Time sheet for August 2020
3. Review and Approval of Interim Contracts for August 2020

**REPORTS AND INFORMATION** (*All Reports are informational, no action taken*)

## **CEO REPORT**

1. Informational Report Regarding Bolado Park Event Center provided in board packet prior to meeting includes but not limited to:
  - a. Update on Facility Maintenance Repairs
  - b. Information on Interim Rentals
  - c. General Overview of Facility Operations
  - d. Administrative matters
  - e. Board Recruitment
2. Discussion and direction on items on Manager’s Report

## **COMMITTEE REPORTS**

1. Finance Committee – Director Rovella
  - a. Receive Finance Committee Report for July 2020
  - b. Update on 2018 Review
  - c. Updated projection with complete August numbers.
2. Vision/Buildings and Grounds – Directors Hall and Pura
  - a. No meetings scheduled through August 2020
3. Marketing – Directors Shelton
  - a. Sponsorship update
  - b. Ideas for Signage and Marketing events
  - c. Website update

4. Fair Program – Directors Coile
  - a. Report on combined Marketing and Fair Programs Committee items.
  - b. Report on Stills Department meeting
  - c.
5. Livestock – Directors Peters
  - a. Report on Livestock Committee Meeting of 8/25/2020
  - b. Report on number of Livestock entries received.
  - c. Report on Awards donations received and awards ordered
  - d. Discuss items of interest or concern received from correspondence from the public
6. Heritage Foundation – Directors Rovella and Pura
  - a. Committee to Provide update on Heritage Foundation
  - b. Update on reimbursement requests submitted to Heritage Foundation Finance Committee.
  - c. Update on water system repairs and well discussion.

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

1. Review and approve Financial reports for June 2020

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

1. Review and approve Financial reports for July 2020

**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. Important Dates to Remember:
  - a. Livestock Show via Walton Webcasting Monday September 21<sup>st</sup> time tbd
  - b. Livestock Auction via Stock Show Auctions Sept. 24 at 9:00am to Sept. 26 at 3:00pm
  - c. Livestock receiving and load out Sunday September 27 from 8:00am - 12:00pm
- D. Next Board Meeting Information – **Tuesday October 13, 2020 at 6:00pm in the Board Room or Virtual, TBD**
  - a. Agenda Items: Items requested by Board members for discussion and/or action to be listed on the next regularly scheduled board meeting agenda.
    - i.

**ADJOURNMENT**