



# REGULAR MEETING NOTICE

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

BOARD OF DIRECTORS

TUESDAY May 11, 2021 – 6:00PM

In the Board Room at Bolado Park Business Office

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

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Notice to Public Saturday May 1, 2021

<b>Directors:</b>	Nicole Shelton – President	Anne Hall	Paul Rovella
	Richard Bianchi – 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 May 10, 2021 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 May 10<sup>th</sup> also to be scanned to the Board Members.

# MEETING AGENDA

## 6:00 pm

**CALL TO ORDER** – President Nicole Shelton

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 Jennifer Coile

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

<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

## **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.

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

1. Review and Approval of the Minutes from the April 13, 2021 meeting
2. Review and Approval Interim Event Contracts for April 2021.
4. Review and Approval of CEO Time sheet for April 2021

### **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 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 February and March 2021
  - b. Review 2020 STOP report.
  - c. Review updated annual projection sheet for 2021
2. Vision/Buildings and Grounds – Directors Hall and Pura
  - a. Report on Grounds committee meeting
  - b. Update on progress of maintenance projects
  - c.
3. Marketing – Directors Shelton
  - a. Marketing strategy for 2021
    - i. Event marketing report
    - ii. Fair time marketing report
4. Fair Program – Directors Coile
  - a. Fair Committee report on meetings with staff and volunteers in April
  - b. Review and report on progress of modified Fair program
5. Livestock – Directors Peters
  - a. Report on April 28, 2021 meeting.
  - b. Review and discuss Livestock Committee recommendation for Poultry lots to sell.

6. Heritage Foundation – Directors Rovella and Pura
  - a. Committee to Provide update on Heritage Foundation Meetings
  - b. Update on MOU and 7779 lease progress.
  
7. Spring Picnic –
  - a. Update event plan.
  - b. Ticket sales and updated budget
  - c. Volunteers and supplies needed
  
8. Fair Kick Off Dinner –
  - a. Chairperson –
  
9. Centennial Fair –
  - a. Updates

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

1. Review and discuss/approve options to lease former Golf Course Property to SBC Heritage Foundation and progress on MOU.
2. Review and Vote on Financial Reports from February 2021

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

1. Review and Vote on Financial Reports from March 2021.
2. Review and Vote on Livestock Committee recommendation on Exhibitor request to add additional Rabbit and Poultry lots to the JLA.
3. Discuss Board Policy regarding interim rentals for cannabis events on Fairgrounds.

**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. Office and Grounds Closed Wednesdays through April. Back to 5 days a week first week in May.
  - b. Stills Department Committee Meeting May 20<sup>th</sup> 6:00pm
  - c. Bolado Park’s First Annual Spring Picnic May 22<sup>nd</sup> and 23<sup>rd</sup>
  - d. Livestock Committee Meeting May 25th 6:30pm
- E. Next Board Meeting Information – **Tuesday June 8, 2021 at 6:00pm in the Board Room**
  - a. Agenda Items: Items for discussion and/or action to be listed on the next regularly scheduled board meeting agenda

**ADJOURNMENT**