



# REGULAR MEETING NOTICE

33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS MEETING

Tuesday, May 24, 2022

Monthly Meeting at 6:00PM

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

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Agenda posted Friday, May 13, 2022

|                   |                                  |                     |                            |
|-------------------|----------------------------------|---------------------|----------------------------|
| <b>Directors:</b> | Nicole Shelton – President       | Stan Pura           | Vacant Pending Appointment |
|                   | Richard Bianchi – Vice President | Servando Flores     | Vacant Pending Appointment |
|                   | Paul Rovella                     | Vacant Pending Appt | 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 23, 2022 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 23<sup>rd</sup> 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.boladoparkeventcenter.com>

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

# MONTHLY 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 Richard Bianchi

**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*)

**Director may move to approve all items at once, or a Director may pull any items for further discussion;**

1. Review and Approval of the Minutes from the March 8, 2022 Board Meeting.
2. Review and Approval of CEO Time sheet for March and April 2022
3. Review and Approval of Interim Contracts for March and April 2022

**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 Reports for February and March 2022.
  - b. Receive 2021 STOP Report – Statement of Operations
  - c. Update on 2018 Review
  - d. Review first draft of 2022 Budget
2. Vision/Buildings and Grounds – Director Pura
  - a. Report on Grounds committee meeting
  - b. Review priority list and update on progress of maintenance projects
3. Marketing – Director Shelton
  - a. Updates on Fair Marketing Plan
4. Spring Picnic – Director Shelton
  - a. Report May 1<sup>st</sup> Spring Picnic

5. Fair Program –
  - a. 2022 Fair Entertainers – Vendors - Contractors
  - b. Layout for Fair activities and exhibits
6. Livestock – Directors Peters and Bianchi
  - a. Updates as needed on progress for 2022
7. Heritage Foundation – Directors Rovella and Pura
  - a. Report from Heritage Foundation meeting
  - b. Heritage Foundation to provide report on activities and pending projects.
  - c. Update on MOU between 33<sup>rd</sup> DAA and San Benito County Heritage Foundation
8. Personnel Committee – Directors Shelton
  - a. Notice for closed session discussion on personnel review for CEO.
  - b. Review CEO goals for 2022

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

1. Review and discuss/approve options to lease former Golf Course Property to SBC Heritage Foundation and MOU.
2. Discuss Board Policy regarding interim rentals for cannabis events on Fairgrounds.
3. Review and approve 2022 Budget
4. Review and approve Code of Conduct for Fair exhibitors and Parents

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

1. Review and approve financial reports for February and March 2022
2. Review and approve 2021 STOP reports
3. Review and approve list of projects for Heritage Foundation Funds
4. Review and approve Fair exhibits layout.
5. Review and approve space for Heritage Hospitality Room during 2022 Fair.
6. Resolution to approve Workers Comp coverage for volunteers on Fairgrounds
7. Acknowledge Director Nick Peters service on the Board and Accept his resignation from the Board as of 3/22/2022.

**RETIRE TO CLOSED SESSION**

**CLOSED SESSION:**

- A. Personnel: Review and discuss annual evaluations of CEO Dara Tobias.  
Personnel Matters § 11126(a)(1)

**RESUME OPEN SESSION:** *Report on any action taken during closed session*

**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. Livestock Committee meeting Tuesday, May 24, 2022 at 6:30pm in the Pinnacle Room
  - b. Heritage Foundation Meeting Tuesday May 17, 2022 at 6:00pm in the Pinnacle Room
  - c. Stills Department Meeting Wednesday May 18, 2022 at 6:00pm in the Board Room
  - d. Next Board Meeting Information – **Tuesday June 14, 2022** at 6:00pm in the Board Room.
  - e. Horse Department Meeting Wednesday May 25, 2022 at 6:00pm in the Board Room
  - f.

**ADJOURNMENT**