



# REGULAR MEETING NOTICE

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

Wednesday February 15, 2023

Monthly Meeting at 6:00PM

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

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Meeting Notice posted Friday February 3, 2023

<b>Directors:</b>	Nicole Shelton – President	Servando Flores	Vacant Pending Appointment
	Richard Bianchi – Vice President	Clark Stone	Vacant Pending Appointment
	Paul Rovella	Vacant	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 of Directors, please email [dara@sanbenitocountyfair.com](mailto:dara@sanbenitocountyfair.com) no later than 12:00pm on Tuesday February 14, 2023 and your letter will be forwarded to each Director to read prior to the meeting. Letters must be received by mail at PO Box 780 Tres Pinos, CA 95075 by Tuesday February 14<sup>th</sup> also, to be scanned to the Directors.

### Upcoming Committee Meetings:

Wednesday February 22<sup>nd</sup> -- Stills Department Meeting at 6:00pm in the Board Room

Tuesday February 28<sup>th</sup> -- Livestock Department Meeting at 6:30pm in the Board Room

Wednesday March 1<sup>st</sup> -- Horse Department Meeting at 6:00pm in the Board Room

<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 Richard Bianchi

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 January 24<sup>th</sup> , 2023 Board Meeting.
2. Review and Approval of CEO Time sheet for January 2023
3. Review and Approval of Interim Contracts for January 2023.

**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
  - f. Schedule for Closures in January, February and March
2. Discussion and direction on items on Manager’s Report

**COMMITTEE REPORTS**

1. Finance Committee – Director Rovella
  - a. Receive Finance Committee Report for December 2022.
  - b. Update on 2019 and 2020 Reviews
  - c. Annual Allocation – Received for 2021/2022 FY
  - d. Receive first draft of 2023 Budget
2. Vision/Buildings and Grounds – Director
  - a. Report on Grounds committee meeting
  - b. Update on progress of maintenance projects
3. Livestock – Director Bianchi
  - a. Timeline for 2022

4. Heritage Foundation – Director Rovella
  - a. Heritage Foundation to provide update on Heritage Foundation meeting
  - b. Heritage Foundation to provide report on activities and pending projects.
  - c. Update on MOU and 7779 lease progress.
  
5. Personnel Committee – Directors Shelton
  - a. Notice for closed session discussion on personnel review for CEO.
  
6. Fair Programs Committee – Director
  - a. Discuss contracts for Fair time entertainment

**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.

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

1. Review and approve financial reports for December 2022
2. Review and Approve Access to LAIF Account by CEO and 2 board members
3. Discuss and Approve Delegation of Authority for CEO to execute Rental agreements and Standard agreements
4. Discuss and Approve Delegation of Authority for Workers Compensation coverage for Volunteers.

**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. Items to add to March Meeting Agenda
  
- E. Important Dates to Remember:
  - a. Office and Grounds closed February 20th to observe President’s Day
  - b. Stills Department Meeting Wednesday February 22, 2023 at 6:00pm.
  - c. Livestock Committee meeting Tuesday, February 28, 2023 at 6:30pm in the Board room
  - d. Next Board Meeting Information – Date March 14, 2023 at 6:00pm in the Board Room.

**ADJOURNMENT**