



REGULAR MEETING NOTICE

33RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS MEETING

Tuesday November 14, 2023

Monthly Meeting at 6:00PM

www.boladoparkeventcenter.com

9000 Airline Hwy, Tres Pinos, CA

831-628-3421

Meeting Notice only posted Monday October 9, 2023

Agenda posted Friday November 3, 2023

Directors:	Richard Bianchi – President	Servando Flores	Vacant Pending Appointment
	Clark Stone – Vice President	Nicole Shelton	Vacant Pending Appointment
	Paul Rovella	Vacant	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. 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 eleven (11) calendar days before the meeting. ^{1 2 3}

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 request a specific agenda item, your request must be made/received in writing by mail or email by 4:00pm on Thursday November 2nd. Should you wish to write a letter to the Board of Directors, please email dara@sanbenitocountyfair.com no later than 12:00pm on Monday November 13, 2023 and your letter will be forwarded to each Director to read prior to the meeting. Letters by mail must be received by mail at PO Box 780 Tres Pinos, CA 95075 by Monday November 13th also, to be scanned to the Directors.

Upcoming Committee Meetings:

Committee meetings to resume in January

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

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

³ Questions regarding agenda items should be directed to the CEO’s office at 831-628-3421 or dara@sanbenitocountyfair.com

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 Clark Stone

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 1, 2023 Board Meeting and Notes for September 12, 2023.
2. Review and Approval of CEO Time sheet for August September and October 2023
3. Review and Approval of Interim Contracts for June, July, August and September 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. Status of PRA requests received on Fair weekend
 - f. Correspondence from Fair guests and volunteers
2. Discussion and direction on items on Manager’s Report

COMMITTEE REPORTS

1. Finance Committee – Director Rovella
 - a. Receive Finance Committee Report for May, June, July and August 2023.
2. Vision/Buildings and Grounds – Director Flores and Director Bianchi
 - a. Report on Grounds committee meeting
 - b. Update on progress of Maintenance projects
 - c. Golf Course Property – CalFIRE
 - d. Golf Course Property – Other reports
 - e. Request for year-round rental of Riverside Room
3. Livestock – Director Bianchi and Director Flores
 - a. Report from August 22, 2023 meeting
 - i. Concerns raised at meeting (from 9-12 meeting)

- b. Update on animal entries
 - c. Report from Fair Livestock show and Sale wrap up meeting
- 4. Heritage Foundation – Director Rovella and Director Stone
 - a. Heritage Foundation to provide update on Heritage Foundation meeting
 - b. Heritage Foundation to provide report on activities and pending projects.
 - c. Report on meetings to plan Fair events with Heritage.
- 5. Personnel Committee – Directors Shelton
 - a. Updates as needed
- 6. Fair Programs Committee – Director Shelton
 - a. Feedback and discussion on
 - i. Entertainer contracts
 - ii. Food vendor update
 - iii. Fair working schedule, including security, parking and admission teams.
 - iv. Fair Sponsorship update
 - v. Fair layout and Schedule
 - vi. Fair overflow parking
 - b. Correspondence regarding Fair Related items
- 7. Marketing Committee – Director Shelton
 - a. Website
 - b. Review proposal from Tree Top Web Design
- 8. Events Report
 - a. Future Events
 - i. CGA – contract discussion and grounds items
 - ii. Saddle Horse Show Contract and grounds items
 - iii. Spring Picnic – Date and planning

OLD BUSINESS (*Discussion and Action by Board*)

- 1. Review and discuss/approve MOU for activity by the Heritage Foundation for the 33rd DAA.
- 2. Review and approve Financial Reports for May, June and July 2023
- 3. Discuss interest and proposal from CalFIRE for use of the Golf course property for training.
- 4. Review and discuss CGA request for allowance of wading/small swimming pools during their event.
- 5. Review and discuss pricing exclusive use agreements for Fairgrounds events

NEW BUSINESS (*Discussion and Action by Board*)

- 1. December Board Meeting Date – Propose December 5th or 19th 2023
- 2. Review and Approve Financial Reports for August 2023 preliminary for September 2023
- 3. Discuss interest and proposal from Girl Scouts for rental and use of Golf Course Property.
- 4. Discuss and Approve Staff attendance to Western Fairs Association Annual Convention
- 5. Discuss and Approve Office and Grounds scheduled closure during the Holidays
- 6. Discuss and Approve 2024 Fair Theme
- 7. Review and Approve Board Meeting Calendar for 2024
- 8. Review and Approve Price schedule for 2024 Rentals
- 9. Review and Approve year round rental proposal for Riverside Room

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 December

- E. Important Dates to Remember:
 - a. Dara at Managers Conference November 6-9, 2023
 - b. Next Board Meeting Information – TBD by New Business Item 1.
 - c.

ADJOURNMENT