



# MINUTES

**33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION  
BOARD OF DIRECTORS MEETING and  
Tuesday September 13, 2022 – 6:00pm  
Administration Building  
Bolado Park Event Center  
9000 Airline Hwy, Tres Pinos, CA  
831-628-3421**

**Directors:** Nicole Shelton – President                      Servando Flores    Vacant Pending Appointment  
Richard Bianchi – Vice President                      Stan Pura            Vacant Pending Appointment  
Paul Rovella    Clark Stone            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. <sup>1 2 3</sup>

**CALL TO ORDER** – Meeting called to order by President Nicole Shelton at 6:10pm.

**PLEDGE OF ALLEGIANCE** – Lead by Director Flores

**ROLL CALL/DIRECTORS ABSENT** – Directors Present: Nicole Shelton, Paul Rovella, Richard Bianchi Servando Flores and Clark Stone. Director Pura was absent with prior notice.

**INTRODUCTION OF GUESTS AND STAFF** – CEO Dara Tobias was present as was Event Coordinator Felicia Bisceglia. Meeting was open on Zoom and Elia Salinas was on Zoom from the community.

**PUBLIC COMMENT** - No public comment recorded.

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<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 <https://boladoparkeventcenter.com/board-meeting-agendas-and-minutes/>

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

**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 July 19, 2022 Board Meeting.
2. Review and Approval of CEO Time sheet for June and July and August 2022
3. Review and Approval of Interim Contracts for July and August 2022

Public Comment: Agendas and documents should be online for public to review prior to meeting.

Motion to approve Consent agenda items, except the August CEO timesheet, by Director Bianchi and seconded by Director Flores. Director Stone abstained and the remaining directors were in favor.

Motion Record to approve Consent Agenda with only June and July CEO timesheets			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Stan Pura			
Paul Rovella	x		
Servando Flores	x		
Clark Stone	x		

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

**CEO REPORT –**

CEO Report included primarily Fair time updates.

**COMMITTEE REPORTS**

1. Finance Committee- Director Rovella
  - a. Receive Financial reports from June and July 2022
  - b. Director Rovella reviewed the reports with no questions from the Directors present.
  - c. There were no questions about the Financial Review
  - d. There were no additional questions about the 2022 Budget
  - e. No discussion of Bank accounts moving. Reminder for Directors to go to the Bank and update Signor cards.Public comment; Elia Salinas questioned the review/audit process being behind.
2. Vision/Buildings and Grounds – No report
3. Marketing – Focus is primarily on Fair marketing now. Signage is up in multiple locations thanks to Boy scouts and staff. Banner will go up downtown for two weeks. Social media marketing will continue throughout the Fair, articles in Benito Link, Radio Ads on 1 English platform and 1 Spanish platform. Twinkle Time will be performing assemblies at 3 schools to share her message and promote her schedule at the Fair. We have created 1000 cards to pass out at the schools with barcodes to scan for the schedule. Sponsorship has committed almost \$90,000 to date with many payments still to arrive.
4. Fair Programs –
  - a. Fair Schedule is online and being updated/corrected as needed daily.
  - b. We met with CHP, Hollister PD, County Fire and Private Security on August 30, 2022. The purpose of this meeting was to review our Fair Time emergency action plan and our facility event map with multiple agencies.

- c. Showworks is a great program, but a huge learning curve. Liz is working tirelessly every day with the help of Michelle and Trina from the Salinas Valley Fair to train us on the use of the program.
- 5. Livestock – Director Bianchi  
Final stretch until livestock animals begin to check-in on September 27<sup>th</sup>. Panels are up, electric generator is scheduled to arrive Monday 9/28 and notices with reminders of important items have been posted often on social media and will continue. There is a request to publish the agendas for the livestock meetings in advance.
- 6. Heritage Foundation – I met with Captain Cooper and Sgt. Azevedo from CHP, Level1 Private security and Rob and Jeff and set up a plan for the operation of the Hospitality room during Fair. The HHR will be open from 4:00pm-9:00pm Tuesday – Saturday and 2:00pm-6:00pm on Sunday. Paul presented an updated draft of the MOU we are working to implement to outline our operating together. Please review and send any questions to Dara to forward to Paul in preparation to discuss at the November meeting.
- 7. Personnel Committee – Director Shelton  
No Action.

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

- 1. Tabled - Review and discuss/approve options to lease former Golf Course Property to SBC Heritage Foundation and progress on MOU.  
Public comment; Elia Salinas asked if the draft of the MOU should be online.
- 2. Tabled - Discuss Board Policy regarding interim rentals for cannabis events on Fairgrounds.  
Public comment: Elia Salinas indicated she had copies of policy from neighboring Fairgrounds and suggested cannabis events are popular and a good revenue generator.
- 3. Discuss and Approve 2022 Budget  
Director Stone moved to approve the 2022 Budget and Director Bianchi seconded the motion. All were in favor.

Motion Record to approve 2022 Budget			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Stan Pura			
Paul Rovella	x		
Servando Flores	x		
Clark Stone	x		

- 4. Tabled – No action
- 5. Review and approve the Fair exhibits layout. Motion to approve made by Director Stone and seconded by Director Bianchi. All were in favor. favor.

Motion Record to approve 2022 Fair Layout			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Stan Pura			
Paul Rovella	x		
Servando Flores	x		
Clark Stone	x		

6. Review and approve financial reports for June 2022. Motion to approve financial reports for June 2022 made by Director Stone and seconded by Director Bianchi. All were in favor.

Motion Record to approve 2022 Fair Exhibits Layout			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Stan Pura			
Paul Rovella	x		
Servando Flores	x		
Clark Stone	x		

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

1. Review and Approve Financial Reports for July 2022.

Director Stone moved to approve the Financial Reports for July 2022 and Director Flores seconded the motion. All were in favor and the motion carries.

Motion Record to approve July 2022 Financial Reports			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Nicole Shelton	x		
Stan Pura			
Paul Rovella	x		
Servando Flores	x		
Clark Stone	x		

**RETIRE TO CLOSED SESSION - No Closed session at this meeting.**

**MATTERS OF INFORMATION:**

DIRECTOR COMMENTS –

MANAGER COMMENTS – No additional comments

**CORRESPONDENCE –**

- Public records request on September 1<sup>st</sup> from Elia Salinas for Minutes, Financials, By Laws and Policy manual from 2019 to date, prior to this meeting, has been forwarded to CDFA Legal with request for more time due to extensive documents and lack of time or staff to gather documents before Fair.
- Various CDFA circular letters can be found online;  
[https://www.cdfa.ca.gov/fairsandexpositions/Resources\\_and\\_Publications/Circular\\_Letters\\_F.html](https://www.cdfa.ca.gov/fairsandexpositions/Resources_and_Publications/Circular_Letters_F.html)

**NEXT MEETING: Tuesday November 8, 2022**

Meeting adjourned at 8:10pm

**Upcoming Dates to remember:**

- ▶ Fair week starts Friday September 23 with Horse Show events and through Sunday October 1<sup>st</sup>.
- ▶ Volunteer thank you dinner Tuesday October 25<sup>th</sup> at 6:00pm in the Oaks
- ▶ Beef and Lamb Carcass Contest Tuesday November 1<sup>st</sup> at 6:00pm in the Oaks.