

10TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
January 10, 2017

CALL TO ORDER: The 10th District Agricultural Association Board of Directors meeting was called to order at 5:33 PM at the Fairgrounds office by President Finley.

ROLL CALL/DIRECTORS ABSENT: All Directors were present with the exception of Directors Mercier and Peterson who all called.

INTRODUCTION OF GUESTS AND STAFF: Also present CEO Cliff Munson, Business Assistant Michelle Eiler, Junior Fair Board President Emily Wyatt and Junior Fair Board Past President Amber Wyatt.

PUBLIC COMMENT: None.

FRIENDS OF THE FAIR: CEO Munson reported that the next meeting is Wednesday, January 18th. Their investment fund is doing well. They were approached by the Jefferson State Stampede to provide bar services at their event in August in exchange for the Stampede Committee to assist them with beer booth staff at the fair. They are also looking at doing the bar at the Farm Bureau Dinner. No public comment.

CONSENT CALENDAR (Action by Board): Director Rizzardo made a motion, seconded by Director Hanna and carried (Aye votes –Cardoza, Fawaz, Finley, Salters and Rizzardo; Director Quinn abstaining) to accept the consent calendar which included minutes from the December 13, 2016 meeting and contracts for December. No public comment.

BUSINESS REPORT (Information/Action):

- Delegation of Authority - Director Cardoza made a motion, seconded by Director Hanna and carried (Aye votes – Cardoza, Fawaz, Finley, Salters, Quinn and Rizzardo) to accept the renewal of the following: CEO is authorized to execute Rental Agreements up to \$10,000, Standard Agreements up to \$10,000, as long as these contracts do not exceed a one year-term, without further authorization from the Board of Directors. Business Assistant is authorized, in the absence of the CEO, to execute Rental Agreements up to \$10,000, Standard Agreements up to \$10,000, as long as these contracts do not exceed a one-year term, without further authorization from the Board of Directors. In emergency situations, the CEO or Business Assistant, in the absence of the CEO, is authorized to execute the above mentioned agreements up to the amount of \$20,000. All such executed agreements, however, are to be submitted to the Board of Directors for review at the subsequent meeting. No public comment.
- Credit Card Authorization - Director Cardoza made a motion, seconded by Director Hanna and carried (Aye votes – Cardoza, Fawaz, Finley, Salters, Quinn and Rizzardo) to accept the renewal of the following: CEO, Business Assistant and Senior Maintenance Worker have possession of Costco Membership cards, Costco Citi Bank Cards and DGS Cal Cards. Cal Cards have the following daily limits: CEO \$5,000, Business Assistant \$1,000 and Senior Maintenance Worker \$1,000. Five (5) Voyager fuel cards are available to be used on an as needed basis but not assigned to a specific individual. No public comment.
- Project(s) Update – No public comment.
 - OES/New Building – CEO Munson reported that the county may work on new building situation depending on the outcome of the Armory.
 - Armory – CEO Munson met with the County Supervisors on December 29th and he requested that the county receive their own appraisal and inspection of the building before proceeding.
 - New Well – Nothing to report.

- Greenway – Nothing to report.
- Front Parcel (corner of Sharps & Fairlane) – CEO Munson reported that the parcel is fair property but the county has possession. It is still being discuss as to how to return it to the fairgrounds.
- Equipment – CEO Munson reported that we are still waiting for Director Fawaz to submit a bid on the mower so we can proceed with the order. No public comment.

CORRESPONDENCE (Information/Action): A subpoena was issued to CEO Munson for the People vs. Camaron Michelle Rightmier and Kathy Lynn Scheid. No public comment.

COMMITTEE REPORTS (Information/Action):

- Junior Livestock Auction Committee – Committee is dark until February. No public comment.
- Junior Fair Board – JFB President Wyatt reported that they will be participating in the Sportsmen’s Expo, the Farm Bureau Dinner, hosting Pre-Fair again and working on another Drive Thru Dinner. No public comment.

FAIR REPORT (Information/Action):

- 2017 Fair – CEO Munson reported the Friends of the Fair have agreed to contract for the Beer Garden Beer Concession and after discussion the Farm Bureau will contract for the Grandstand Beer Concession. It was determined that the keg fee will be the same for both contracts and set at \$230 per keg. CEO Munson has only a few more judges to get in touch with to judge the Floriculture and a local judge for the Jackpot show. He has not hired a photographer yet but will start researching. Other contracts are slowing coming in and it looks like it will be another good fair. We did receive two sound and light bids and are waiting for a couple documents to come in and then the contract will be awarded. No public comment.

DIRECTORS COMMENTS:

- President Finley discussed the storage break in and it was mentioned that we should include a statement in our storage regulations that it the owners choice and responsibility if they want to lock their unit.

STAFF COMMENTS: Business Assistant Eiler thanked CEO Munson for all his efforts with the state to reclassify her current position.

CEO COMMENTS: CEO Munson reported staff will be attending the WFA Convention next week so the office will be closed from the 16th to the 19th. We had a tree fall between the houses and Deadwood came and cleaned it up this week. It took out the power to Winema Hall and the pipes froze because the heaters shut off. There was also a pipe that broke in the shop. He also reported that he has been working with the state to reclassify the Business Assistant position, a new job description was submitted to them on Monday for review. He also told the board that Friends of the Fair will be selling the alcohol at the Sportsmen’s Expo.

NEXT MEETING DATE: The next meeting will be February 21, 2017 at 5:30 PM.

ADJOURNMENT: Meeting was adjourned at 6:05 PM.

Approved:

Attest:

Jason Finley
President
Date:

Michelle Eiler
Secretary
Date: