

10TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
January 16, 2018

CALL TO ORDER: The 10th District Agricultural Association Board of Directors meeting was called to order and agenda approved at 5:35 PM at the Fairgrounds office by President Finley. 6.4 Vehicles was added to the agenda.

ROLL CALL/DIRECTORS ABSENT: All Directors were present with the exception of Directors Mercier, Quinn and Salters who called.

INTRODUCTION OF GUESTS AND STAFF: Also present were CEO Cliff Munson, AGPA Michelle Eiler and Junior Fair Board President Emily Wyatt.

PUBLIC COMMENT: No public comment.

FRIENDS OF THE FAIR: No representative at the meeting. CEO Munson reported that the Beer Garden Project is looking good and Grace Bennett is overseeing it. It has been rebuilt and a new cooler box placed. The next meeting is tomorrow, January 17th. No public comment.

CONSENT CALENDAR (Action by Board): Vice President Rizzardo made a motion, seconded by Director Hanna and carried to accept the consent calendar which included minutes from the December 19, 2017 meeting and contracts for December. (Aye votes: Cardoza, Fawaz, Finley, Hanna, Peterson and Rizzardo). There was not a Financial Report due to year end closing procedures. CEO Munson reported that there is a significant increase in insurance for all vehicles. The pros and cons were discussed of using personal vehicles in place of company vehicles and paying mileage: less insurance costs, maintenance and upkeep. Vice President Rizzardo made a motion, seconded by Director Hanna and carried to surplus both pickups, a water truck and the larger tug. (Aye votes: Cardoza, Fawaz, Finley, Hanna, Peterson and Rizzardo). CEO Munson will look into the process. No public comment.

BUSINESS REPORTS (Information/Action):

- By Laws - Director Hanna made a motion, seconded by Vice President Rizzardo to accept the revised By Laws presented. (Aye votes: Cardoza, Fawaz, Finley, Hanna, Peterson and Rizzardo). No public comment.
- Policies - Director Hanna made a motion, seconded by Vice President Rizzardo to accept the revised Policies listed below. (Aye votes: Cardoza, Fawaz, Finley, Hanna, Peterson and Rizzardo). No public comment.
 - Animal Welfare: Management will follow established animal welfare practices. These practices will be reviewed by the 10th DAA Junior Livestock Auction Committee (JLAC) each September and findings shared annually at the October 10th DAA Board Meeting with updated procedures being implemented as needed.
 - Check Signers: At the annual meeting, check signers will be reviewed and adjusted as necessary. Signers do not have to be the President and Vice President but do need approval by the Board.
 - Complimentary Tickets: The 10th DAA Board of Directors will receive eight (8) free grandstand tickets per event during the annual fair, along with two (2) VIP parking passes. It is at the discretion of Management and the benefit of the Association to provide other complimentary tickets to the community (ex. VIP passes and Season passes) as necessary. Management must comply with the FLSA requirements.
 - Contracts: Interim and fairtime contracts will be offered to individuals, businesses, clubs, organizations, etc. at the discretion of Management to benefit the success of the 10th DAA. If

there are multiple entities that are interested in a contract, it will be publicized and put out to bid if necessary.

- Credit Card Authorization: CEO, AGPA and Senior Maintenance Worker have possession of Costco Membership cards, Costco CitiBank and DGS Cal Cards. Cal Cards have the following daily limits: CEO \$5,000, AGPA \$1,000 and Senior Maintenance Worker \$1,000.
- Delegation of Authority: 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. AGPA 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 AGPA, 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.
- Facility Curfews: Interim Rentals will have a curfew of 11:00 PM on Sunday through Thursday and 12:00 AM on Friday and Saturday.
- Fair Admission and Vendor Credentials: Cost of Admission to the fair, discounted tickets and regular will be reviewed and revised, if necessary, during the budget process. Quantities of vendor credentials will be reviewed at that time as well.
- Fair Hours: The Siskiyou Golden Fair will run Wednesday through Sunday. The opening of the annual fair will be Wednesday at 3:00 PM and closing on Sunday at 8:00 PM. Fairground entrances, exhibit building, livestock barns, carnival, RV park, etc. hours will be set by Management.
- Holding Deposit: A \$100 fee is required to hold a date on the calendar of events and begin the contract process. This fee is non refundable if the event is cancelled. If the event is held, and there are no additional fees, damages, etc. the deposit will be returned to the renter.

CORRESPONDENCE (Information/Action): The completed 2018 Compliance Audit Report was passed around. CEO Munson that since the draft report, CDFA has removed one of the findings. Updated sheets on Board Trainings (complete, in progress, etc.) were reviewed. No public comment.

COMMITTEE REPORTS (Information/Action):

- Junior Livestock Auction Committee – Vice President Rizzardo reported that JLAC has refunded all the hog buyers that were involved in the slaughter house issue, approximately \$45,000. The slaughter houses have already been determined for the 2018 fair and JLAC has decided to eliminate the Carcass and Ultrasound contests at fairtime because of the move to new facilities. No public comment.
- Junior Fair Board – JFB President Emily Wyatt reported that they did not have a meeting in December and their next meeting is January 22nd. She mentioned that the Santa booth at the Holiday Gift Fair did not have a good turn out and it will be reviewed to determine if it is worth doing in the future. They also participated in the Holiday Parade downtown. No public comment.

FAIR REPORT (Information/Action):

- 2018 Fair – CEO Munson reported that he is still working on a few judge and setting the ground entertainment. The carving exhibit on the south lawn will not be returning, to change the layout up. He is pursuing the Express Ranches Clydesdale exhibit and others through Fusion Entertainment but having a hard time getting commitments. He has talked with Four Star Rodeo and has agreed to another one year contract. No public comment.

CEO COMMENTS: CEO Munson reported that we have been doing some updating in the office as previously approved. He is concerned that we will be over budget and he was given the approval by the

board to finish the project as needed. Paperwork was received on the stolen pickup/break-ins (Tiffany Laustalot/Anthony Steinbring case), CEO Munson and Senior Maintenance Worker Luiz will sit down and breakdown all the costs of items, damage, repairs, etc. The court date has been set for January 23. Insurance quotes from CFSA were presented: General Liability has increased but Workers Compensation has decreased. He attended the WFA Convention in Anaheim at the beginning of the month and was seated as the WFA Treasurer. He has also been nominated as Citizen of the Year in Yreka.

DIRECTORS COMMENTS:

- Director Hanna congratulated CEO Munson.
- Director Fawaz mentioned that it would be nice to show Kabota/Central Equipment appreciation by giving them a partnership equivalent to the discount of the mower we purchased. He also thought that it would be good to utilize Friends of the Fair more where they purchase items and lease to the fair.
- Vice President Rizzardo mentioned that it would be best to complete the office upgrades at one time while it is partial torn apart.

STAFF COMMENTS: None.

NEXT MEETING DATE: The next meeting will be February 20, 2018 @ 5:30 PM.

ADJOURNMENT: Meeting was adjourned at 6:16 PM.

Approved:

Attest:

Jason Finley
President
Date:

Michelle Eiler
Secretary
Date: