

FOURTH DISTRICT AGRICULTURAL ASSOCIATION

175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952

February 20, 2019

The regular meeting of the Sonoma-Marín Fair Board of Directors was held in the Board Room on the Administration Office on the Fairgrounds of the 4th District Agricultural Association, Petaluma, California at 3:00 PM.

DIRECTORS PRESENT: Directors James, Benedetti, Marzo, McClure, Moore, Parks

DIRECTORS ABSENT (Unexcused):
Director Grossi

DIRECTORS ABSENT (Excused):
Director Burleson
Director Ghirardelli
M/s/c Directors McClure and Parks

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore			X
Director Parks	X		

STAFF PRESENT: Allison Keaney, CEO

GUESTS PRESENT: none

The meeting was called to order at 3:00 by Director James, President.

APPROVAL & ADOPTION OF AGENDA: *M/s/c Directors McClure and Moore to approve the Agenda as presented.*

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

PUBLIC COMMENT: none

CORRESPONDENCE: Correspondence was circulated for review and included:
A. Summary of Senate Bill 2396, the sharing of employees between DAAs

A. CONSENT AGENDA: A. Minutes from January 2019 Board Meeting
B. Rental Agreements
C. Standard Agreements
M/s/c Directors Benedetti and Parks to approve the Consent Agenda.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

COMMITTEE REPORTS:

FINANCE: Director Moore reported that the committee met and continues to wait for final GASB 68 (Pension Liability) figures before the December 2018 financials can be finalized. Donated cash for Fair awards was higher than last year at the same time. Clarification was sought on alcohol liability insurance and the Buildings and Improvements, The Revenue Protection Plan, recently purchased, was reviewed for its role in protecting the Fair in the case of a major event which would cause the fair time revenue to be negatively impacted. Ages receivables were review and JW McGrath’s arrears expected to be brought current by the end of the month.

M/s/c Directors Marzo and McClure to approve the Finance Report.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

BUILDINGS & GROUNDS: Director Benedetti reported that the plans for the main gate were submitted to the city on 2/11/19. CEO Keaney reported that the construction of the gate by the 2019 Fair was now unlikely.

EXHIBITS & LOCAL RULES: Director McClure reported that the committee met, and reviewed the Exhibitors Guidebook for the 2019 Fair. She also reported that the newly required YQCA training for animal exhibitors would be available online and that the Sonoma-Marin Fair would be hosting two face to face trainings, one in April and one in May. Director Ghirardelli will attend these trainings which will be taught by a staff person from UCCE Sonoma.

COMMERCIAL & CONCESSIONAIRE: None

ENTERTAINMENT: None

PUBLICITY: None

GOALS & LONG RANGE PLANNING: Director Parks reported that the committee met and reviewed the activity the past efforts to advance the lease renewal. The committee discussed focusing the fairgrounds' message to communicate its value in providing green space, and community gathering place, and emergency services. It was agreed to set a meeting with the new City Manager, Peggy Flynn, as soon as she took her new position.

LEGISLATIVE: None

POLICY: None

MILK BARN COMMITTEE: Director Benedetti report that the Milk Barn committee met and decided to organize under the Redwood Empire Holstein Association to manage donations and the paying of expenses. This arrangement will provide tax benefits donors to the Memorial Milk Barn. The committee also voted to pay Nathan Hemelt a supplemental stipend for his work at the 2018 Sonoma-Marin Fair. VSI will donate supplies again this year, American Ag Credit will donate \$3000 and Clover Sonoma will donate \$2000.

FARMERS DAY: CEO Keaney reported that the Farmers Day committee met and discussed the lineup of events, ways to improve the management of the events, and potential sponsors. The committee is aware of the concerns of the public regarding animal welfare and is considering these concerns in the selection of events. Alex Hadrich is the staff coordinator for Farmers Day and has drafted the Farmers Day documents and coordinated with Bellay Hayes,

Exhibits Coordinator, to publish Farmers Day information in the exhibitors guidebook.

WORLD’S UGLIEST DOG®

Director James reported that the World’s Ugliest Dog® committee met and agreed to move the competition back to the Friday of the Fair. The competition was moved to Saturday for the 2018 Fair to increase participation but actual participation remained the same at 2017. The committee also confirmed that the winner would not be “re-awarded” after the contest.

NEW BUSINESS:

A. Bagley-Keene Act & Board Communication: This item was postponed to the March 20, 2019 Board meeting.

B. Board Training & Development: This item was postponed to the March 20, 2019 Board meeting.

C. Approval to Request Fair Allocation from CDFA: CEO Keaney may request the annual Fair Allocation from CDFA.

M/s/c Directors Benedetti and Parks to approve the resolution.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

D. Approval to Execute Agreements and Purchasing: CEO Keaney shall execute agreements and purchasing on behalf of the 4th DAA.

M/s/c Directors Benedetti and Marzo to approve the resolution.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

E. Approval to Insure Volunteers under Workers' Comp: Fair volunteers shall be covered under the Fair's workers' compensation insurance.

M/s/c Directors Benedetti and Moore to approve the resolution.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti			
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo			
Director McClure			
Director Moore			
Director Parks			

F. Approval of Bank Signatories: The current bank signatories shall remain for the 2019.

M/s/c Directors Benedetti and Parks to approve the resolution.

Director	Aye	Nay	Abstain
James, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli			
Director Grossi			
Director Marzo	X		
Director McClure	X		
Director Moore	X		
Director Parks	X		

CEO REPORT:

- A. Interim & Permanent Rentals: interim rentals begin increasing in February with local fundraisers.
- B. Industry Related Issues: Quality Assurance and Ethics Training will now be required of all exhibitors; the 2019 State Rules for Fairs have been published.
- C. Staff Updates: We are looking for a seasonal maintenance worker as one of the employees from last year will not be returning.
- D. 2019 Sonoma-Marin Fair: Christy Gentry, publicist, started on February 1st. Focus has been on sponsorship and vendors.
- E. CEO Schedule: Attending Sunrise Rotary meetings on Friday mornings; more time out of the office visiting with sponsors.

FOR YOUR INFORMATION:

- A. Interim events calendar was reviewed.
- B. Next meeting will be March 20, 2019 at 3:00pm.

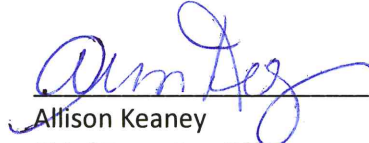
ADJOURNMENT:

M/s/c by Directors Benedetti and Moore to adjourn the Meeting at 5:00pm.

Respectfully submitted,



Jeff James
President



Allison Keane
Chief Executive Officer