



REGULAR MEETING NOTICE
33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
TUESDAY March 12, 2019 – 6:00PM
Board Room – Administration Building
www.sanbenitocountyfair.com
Bolado Park Event Center
9000 Airline Hwy, Tres Pinos, CA
831-628-3421
Notice to Public Friday March 1, 2019

Directors:	Jennifer Coile - President	Anne Hall	Vacant Pending Appointment
	Nick Peters – Vice President	Stan Pura	Vacant Pending Appointment
	Nicole Shelton	Paul Rovella	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.^{1 2 3}

MEETING AGENDA

6:00 pm

CALL TO ORDER – President Jennifer Coile

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 Anne Hall

ROLL CALL/DIRECTORS ABSENT – Directors Present, Directors Excused.

INTRODUCTION OF GUESTS AND STAFF -

PRESENTATIONS

Eco Green Solutions – Jay Lagner

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.

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

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

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

CONSENT AGENDA *(Discussion and Action by Board)*

1. Review and Approval of Minutes of the February 12, 2019 Meeting.
2. Review and Approval Interim Event Contracts for February.

REPORTS AND INFORMATION *(All Reports are informational)*

CEO REPORT

1. Informational Report Regarding Bolado Park Event Center provided in board packet prior to meeting includes:
 - a. Update on Facility Maintenance Repairs
 - b. Information on Interim Rentals
 - c. General Overview of Facility Operations
 - d. Administrative matters
 - e. Board and Volunteer Recruitment
 - f. IAFE Summit classes
 - g. Community/Government Relations
2. Discussion and direction on items on Manager's Report

COMMITTEE REPORTS

1. Finance Committee – Director Rovella
 - a. Receive Finance Committee Report for December 2018 Financials
 - b. Receive Finance Committee report on Draft of 2019 Budget.
 - c. Receive Finance Committee report on 2018 STOP report.
 - d. Update on progress 2017 Audit.
 - e. Notice from CDFR on Implementation of AB1499
2. Vision/Buildings and Grounds – Directors Hall and Pura
 - a. Report on Grounds committee meeting
 - b. Update on 7999 Airline Highway Committee
 - c. Update on progress of maintenance projects
3. Marketing – Directors Coile
 - a. Sponsor Coordinator report on 2019 Fair Sponsorship timelines - attached
 - b. Update on committee meeting – summary notes attached
 - c. Update on Websites
4. Fair Program – Directors Coile and Shelton
 - a. Committee Report
 - b. Department chair vacancies – Photography Chair position open
5. Livestock – Director Peters
 - a. Report and discussion on February 25, 2019 meeting– summary notes attached
 - b. Next meeting Tuesday March 26, 2019
6. Heritage Foundation – Directors Rovella and Pura
 - a. Committee to Provide update on Heritage Foundation Activities
7. Youth Ambassadors – Director Peters
 - a. Will begin program late spring
8. Saddle Horse Show Contract – Directors Hall and Rovella
 - a. Plan time for discussion for Food Concessions for 2019 and 2020 contract

OLD BUSINESS *(Discussion and Action by Board)*

1. Approve December 2018 Financial Statements
2. Review and approve Introduction, Definitions, By Laws and Board meetings sections of the Policy Manual.

NEW BUSINESS *(Discussion and Action by Board)*

1. Discuss and Approve January 2019 Financial Statements.
2. Discuss and Approve 2018 Statement of Operations (STOP).
3. Discuss and Approve 2019 Budget.
4. Discuss and Approve Sponsorship Timeline and Agreement with Jennifer Galindo Cole/Down N Out Ranch
5. Review and approve Committees, Representatives of the Board and Interim Events sections of the Policy Manual.
6. Resolution of the Board to Approve Workers Compensation for volunteers – Resolve that members of the Board of Directors of the 33rd DAA and any volunteers donating time for the District, will be covered by Worker’s Compensation insurance while performing Volunteer Work for the Year 2019.
7. Resolution to designate Bank signors and Authorized spending Limit for CEO.

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. Important Dates to Remember:
 - a. 7999 Airline Highway Committee meeting March 7th at 6:00pm in Board Room.
 - b. Horse Department Meeting March 14 at 6:00pm
 - c. Farm Day March 19, 2019 at 9:00am
 - d. Heritage Foundation Meeting March 19, 2019 at 6:00pm
 - e. Stills Department Meeting March 20, 2019 at 6:00pm
 - f. Livestock Committee Meeting March 26, 2019 at 6:30pm
 - g. Dara out March 4-7 for Institute of Fair Managers Summit classes
 - h. Form 700 Due to office by Friday March 29, 2019**
- E. Next Board Meeting Information – **Tuesday April 9, 2019 at 6:00pm Board Room**
 - a. Agenda Items: Items for discussion and/or action to be listed on the next regularly scheduled board meeting agenda
 - i.
 - ii.

ADJOURNMENT