



REGULAR MEETING NOTICE
33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
TUESDAY February 11, 2020 – 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 Monday February 3, 2019

Directors:	Jennifer Coile – President	Anne Hall	Richard Bianchi
	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. To make a request to add an item to the agenda or request a presentation to the Board, please contact the office at 831-628-3421 or dara@sanbenitocountyfair.com eleven (11) calendar days before the meeting.^{1 2 3}

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

MEETING AGENDA

6:00 pm

CALL TO ORDER – President Paul Rovella

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 Nick Peters

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

INTRODUCTION OF GUESTS AND STAFF –

CONSENT AGENDA (*Discussion and Action by Board*)

1. Review and Approval of the Minutes from the January 14, 2020 Board Meeting.
2. Review and Approval Interim Event Contracts for January 2020
3. Review and Approval of CEO Time sheet for January 2020
4. Review and Approval of 2019 Fair Contract – Twinkle Time and Friends
5. Review and Approval of 2019 Fair Contract – Michael Mesmer
6. Review and Approval of 2019 Fair Contract – WGas Motorsports
7. Review and Approval of 2019 Fair Contract – Desert Chickens and Fables
8. Review and Approval of 2019 Fair Contracts

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

CEO REPORT

1. Informational Report Regarding Bolado Park Event Center provided in board packet prior to meeting includes but not limited to:
 - a. Update on Facility Maintenance Repairs
 - b. Information on Interim Rentals
 - c. General Overview of Facility Operations
 - d. Administrative matters
 - e. Report on WFA Annual Conference
 - h. Board Recruitment
2. Discussion and direction on items on Manager's Report

COMMITTEE REPORTS

1. Finance Committee – Director Rovella
 - a. Receive Finance Committee Report for December 2019
 - b. Update on 2018 Review
 - c. 2nd Draft of 2020 Operating Budget
 - d. Update on STOP report
2. Vision/Buildings and Grounds – Directors Hall and Pura
 - a. Report on Grounds committee meeting

- b. Update on progress of maintenance projects
- c. Next meeting February 3, 2020 at 6:00 in Board Room
- 3. Marketing – Directors Shelton
 - a. Report on Fair Sponsorship
 - b. Committee to recommend Marketing budget for 2020
- 4. Fair Program – Directors Coile and Shelton
 - a. Discuss options for large Fair time contracts
- 5. Livestock – Directors Peters
 - a. Next meeting April 28, 2020 at 6:30 in the Board Room
- 6. Heritage Foundation – Directors Rovella and Pura
 - a. Committee to Provide update on Heritage Foundation Meeting
 - b. Update on GCP Committee progress
- 7. WFA Board and CEO Training
 - a. Update on recommendations and requirements of Board Members and CEO
 - b. Required Trainings and Filings

CLOSED SESSION:

- A. Personnel: Review and discuss annual evaluations of CEO Dara Tobias.
Personnel Matters § 11126(a)(1)

RESUME OPEN SESSION: *Report on any action taken during closed session*

OLD BUSINESS *(Discussion and Action by Board)*

- 1. Policy Manual Updates
- 2. Discuss and Approve MOU between California Highway Patrol and 33rd DAA for Security
- 3. Review Policy Addition/Change for process of CEO Evaluation.
- 4. Discuss and Approve CEO requests for returning contracts for 2020 Interim events and Fair Annual Standard Agreements.

NEW BUSINESS *(Discussion and Action by Board)*

- 1. Review and Approve 2020 Operating Budget.
- 2. Approve Financial Reports from December 2019
- 3. Review and Approve Updated Free Speech Policy

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: Note from Congressman Jimmy Panetta re: Quilts of Honor

D. Important Dates to Remember:

- a. Grounds Closed for Presidents Day February 17, 2020
- b. Heritage Foundation Meeting Tuesday February 18, 2020 at 6:00pm
- c. Horse Department Meeting Wednesday February 26, 2020 at 6:00pm
- d. Chamber of Commerce Annual Awards Dinner February 22 at 6:00pm
- e. Buildings and Grounds Meeting Monday March 2, 2020 at 6:00pm
- f. Farm Day Tuesday March 17, 2020 8:30am-12:30pm.
- g. **REQUIRED** Form 700 Filings due to CEO by March 27, 2020 for timely submission on April 1, 2020.

E. Next Board Meeting Information – **Tuesday March 10, 2020 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