



# MINUTES

33<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION  
BOARD OF DIRECTORS MEETING and  
ANNUAL STRATEGIC PLANNING MEETING

Tuesday June 9, 2020 – 6:00pm

Held via Zoom Conference video and phone call

Board Room – Administration Building  
Bolado Park Event Center  
9000 Airline Hwy, Tres Pinos, CA  
831-628-3421

<b>Directors:</b>	Paul Rovella – President	Anne Hall	Nick Peters
	Nicole Shelton – Vice President	Stan Pura	Vacant Pending Appointment
	Richard Bianchi	Jennifer Coile	Vacant Pending Appointment

### Mission Statement

The 33<sup>rd</sup> 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. <sup>1 2 3</sup>

# MINUTES

**CALL TO ORDER** – Meeting called to order by President Paul Rovella with a quorum present via zoom conference at 6:02pm

**PLEDGE OF ALLEGIANCE** – Lead by Director Jennifer Coile

**ROLL CALL/DIRECTORS ABSENT** – Directors Present: Nick Peters, Jennifer Coile, Anne Hall, Paul Rovella Nicole Shelton, Richard Bianchi. Director Pura was absent with prior notice. CEO Dara Tobias, Sponsorship Coordinator Jennifer Galindo-Cole and multiple members of the community were present on the Zoom meeting.

**NOTE:** During this Zoom meeting platform all votes were taken as a roll call vote to ensure accurately recording each director’s position.

**PUBLIC COMMENT:** None

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

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

<sup>3</sup> 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 the Minutes from the May 12 and May 28, 2020 Board Meetings.
2. Review and Approval of CEO Time sheet for May 2020

Director Peters moved to approve the consent agenda, director Hall seconded the motion. By roll call vote, all were in favor.

Motion Record to approve the consent agenda.			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Jennifer Coile	x		
Anne Hall	x		
Nick Peters	x		
Stan Pura			
Paul Rovella	x		
Nicole Shelton	x		

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

**CEO REPORT** – Dara Tobias discussed and answered questions on the information provided on the written CEO report attached below.

**COMMITTEE REPORTS**

1. Finance Committee- Director Rovella
  - a. Reports received day of meeting, tabled to July to allow time to review.
  - b. Reviewed and discussed items on the Financial projection with updated May totals.
2. Fair Programs/Marketing – Directors Coile and Shelton
  - a. Discussed drive through fair experience ideas and will continue to explore community interest and possibility and probability of pulling it together in the current environment.
3. Livestock – Directors Peters
  - a. Committee continues to plan and will meet to further define the virtual show and sale experience later in July.
4. Heritage Foundation – Directors Rovella and Pura
  - a. Still waiting to receive reimbursement or advice on better format for request. Also, via message to their board Dara requested an opportunity to discuss other ways they may be able to help in this environment of shrinking income.

**NEW BUSINESS** *(Discussion and Action by Board)*

1. Discuss and Approve Financials for April 2020 – Tabled due to late receipt of Financial statements
2. 2020 San Benito County Fair

After further discussion of the limitations of staff and funding, Director Hall moved to clarify that the Board will not support a live traditional Fair and we will instead go forward with virtual and drive through options for the non-livestock portion of the 2020 Fair experience. Director Peters seconded the motion and all were in favor.

Motion Record to confirm the virtual and drive through only status of the 2020 Fair.			
Board Member	Yes	No	Abstain
Richard Bianchi	x		
Jennifer Coile	x		
Anne Hall	x		
Nick Peters	x		
Stan Pura			
Paul Rovella	x		
Nicole Shelton	x		

## MATTERS OF INFORMATION:

DIRECTOR COMMENTS – Director Rovella reported that there is definite interest in working with Premiere Cinemas, Inc. to develop a drive-in movie experience at the former golf course property.

CORRESPONDENCE –

AGENDA ITEMS FOR NEXT MEETING:

NEXT MEETING: **Tuesday July 14, 2020**

June 9, 2020



## CEO Report on Facilities, Maintenance and Administration

Due to the Shelter in Place order initially given on March 17, 2020, extended to May 3<sup>rd</sup> and then deferred to Governor Newsom's Order N-33-20, we have still cancelled all near future events and rentals and remain on hold for opening any gathering for more than 10 people. We continue to work much by phone and have secured procedure for keeping the customers and employees safe while working in the lobby and front office.

Grounds, Maintenance and Equipment: Continuing to manage maintenance needs for campers, minimal watering and weed management. We will be looking into options with the County Ag commissioner for managing the exploding ground squirrel population on the grounds.

Office and Administrative: We are working to limit or cut all possible expenses. We have been greeting the campers in the lobby now and continue to use phone and drop box correspondence when possible. Form 700 have been submitted, Thank you to all. There is a new guideline published today on Covid19.ca.gov relating to campgrounds, and other venues. I will read more of it tomorrow to see if it opens up any possibilities for our events.

Rentals: We have two drive through graduations that have been approved by the local health officer, local law enforcement and CHP happening tomorrow and Thursday. Today we got approval from the health officer for drive through/drive in food pick up. We will be reaching out to our food vendors the next few days to try to set an event in motion for the community to enjoy Fair food to go. We are pending approval in the phase three procedures for June 12 to see if we can have small horse events, like the Gabilan Cutters club. I met with Jae Eade from the SBC Cattlewomen's Assn. They have moved their fundraiser to Friday August 14 and will have ticketholders drive through to pick up their meals. We will continue to work with them to make sure it follows all protocols in place for restaurants. Mansmith's BBQ is their caterer.

Camping: Camping was up a bit in May.

Buildings and Grounds Committee: We have not met.

Heritage Foundation: We received reimbursement from them for the first request and they reviewed a second request for \$5,746.22 at their board meeting last week.

Saddle Horse Association: Ross Rianda let me know that their board is willing to pre pay part of their 2021 rent if we find we are in need of the additional help. I appreciate that gesture very much and told him we will let them know when it would help.

Fairgrounds, Shelter and Fire Evacuations: We have not been contacted by Cal OES or San Benito County for any sort of help during COVID -19 response.

Fair Planning: Other than the research for Livestock Virtual Auction and Sales we have been on hold. The Fair programs committee met and brainstormed our goals for a drive through Fair experience that would involve the community and be very low cost. We do not have any numbers to estimate but if we know we are heading that direction we will start putting estimated costs together.

**Reminders:**

- ▶ **Next Board Meeting – July 14, 2020 at 6:00pm**
- ▶ **2020 Fair Dates – October 1-4, 2020**
- ▶ **Heritage Foundation Meeting Tuesday June 16 6:00pm – Location TBD**
- ▶ **Livestock committee meeting Tuesday June 23 at 6:30 – Bolado Park outdoors, bring your own camp chair.**