



REGULAR MEETING NOTICE and ANNUAL PLANNING MEETING NOTICE

33RD DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS

TUESDAY January 12, 2021 – 4:00PM

By Zoom Conference due to COVID 19 Pandemic Stay at Home Order

www.sanbenitocountyfair.com
9000 Airline Hwy, Tres Pinos, CA
831-628-3421

Notice to Public Tuesday December 29, 2020

ZOOM LOG IN INFORMATION FOR 33rd DAA Annual Planning and January Board Meetings

Time: Jan 12, 2021 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88632799466?pwd=U3pxWXZrbUo2dWtaR2U0akp4c0hRdz09>

Meeting ID: 886 3279 9466 Passcode: 01122021

Dial by your location

+1 669 900 6833 US (San Jose) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston)
+1 312 626 6799 US (Chicago) +1 929 436 2866 US (New York) +1 301 715 8592 US (Washington D.C)

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

Should you wish to write a letter to the Board, please email dara@sanbenitocountyfair.com no later than 12:00pm on Monday January 11, 2021 and your letter will be forwarded to each board member to read prior to the meeting. Letters must be received by mail at PO Box 780 Tres Pinos, CA 95075 by Monday January 11th also to be scanned to the Board Members.

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

4:00 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 -

PRESENTATIONS

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4:00pm Begin 2021 Planning Session Agenda

Time Item

4:00 Call to Order

4:00 Summary: Review of 2020 Accomplishments/Challenges

4:15 Board Committees: Volunteers/Appointments/Off-board volunteers

New Committees: Policies and Procedure Manual Updating
Centennial of Fair (1923) Historical Research
Saddle Horse Show Committee meetings to negotiate new contract with SHA.

4:35 Vision Buildings and Grounds

- Review of 2019/2020 projects
- Water Project Update and strategies to complete implementation
- Horse Facility upgrades, rentals, and procedures, pricing and staffing
- Revisit bid for moving and rebuilding back arena fence
- Update Priority items list for Heritage Foundation capital investment considering new items
- Update on MOU with Heritage Foundation and 7779 Airline Highway property and community interest
- Vehicle replacement needs/insurance costs
- Estimated capital cost of RV/Boat Storage facilities and potential revenues

5:00 Fair: Planning for the unknown

- Committee to receive input and ideas on various options for 2021 Fair or Modified experience based on allowed gathering and funds available to plan.
- DAA Alternative Governance Structures workshop information
- Additional Community participation events/rentals/revenue generation
 - o Halloween or Christmas drive through
 - o Santa's workshop
 - o Virtual Pre-Fair and/or other time of year Auction and drive through dinner
- Sponsorship communication for new year

5:20 2021 33rd DAA Budget (First Draft provided for discussion):

Revenues and Expenses

- Draft A similar to 2020 Budget as if full operation
- Draft B similar to 2020 Actual as if still in Pandemic Operation

5:40 CEO Priorities: review 2020 priorities and draft of 2021 priorities

5:50 Board Responsibilities:

- Required Training
- Form 700

6:00 Conclude Board Planning Session and Resume to Agenda of Board of Directors Meeting

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

CONSENT AGENDA (*Discussion and Action by Board*)

1. Review and Approval of the Minutes from the December 8, 2020 Meeting
2. Review and Approval Interim Event Contracts for November and December 2019
4. Review and Approval of CEO Time sheet for December 2021

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 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. 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 November 2020
2. Vision/Buildings and Grounds – Directors Hall and Pura

- a. Report on Grounds committee meeting
 - b. Update on progress of maintenance projects
3. Marketing – Directors Shelton
 - a. Websites
 - b. Theme Graphic - Request on Social Media
 4. Fair Program – Directors Coile
 - a. As needed based on discussion in planning session
 - b. Fair Committee meetings to resume as needed for planning early in 2021.
 5. Livestock – Directors Peters
 - a. Discuss timeline for decision making in type of show/sale to be held in 2021.
 - b. Discuss meeting schedule for 2021.
 - c. Discuss and Approve Livestock Superintendent
 6. Heritage Foundation – Directors Rovella and Pura
 - a. Committee to Provide update on Heritage Foundation Meetings
 - b. Update on MOU and 7779 lease progress.

OLD BUSINESS *(Discussion and Action by Board)*

1. Review and discuss/approve options to lease former Golf Course Property to SBC Heritage Foundation and progress on MOU.

NEW BUSINESS *(Discussion and Action by Board)*

1. Report on Strategic Planning Meeting beginning at 4:00 pm
2. Approve Financial Reports from November 2020
3. Review and Approve CEO Goals and Plans for 2021
4. Nominate and select Board positions for 2021.
5. Discuss and Approve Calendar of Board meetings for 2021.
6. Review and Approve 2021 Master Calendar.
7. Review and Approve 2021 Livestock Superintendent agreement.

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. Grounds Closed for MLK Day Monday January 20th.
 - b. Office and Grounds Closed Wednesdays through January
 - c. Buildings and Grounds Meeting Monday January 11th at 4:00 format and location TBD
 - d. Livestock Committee Meeting January?
- E. Next Board Meeting Information – **Tuesday February 9, 2021 at 6:00pm format and location TBD**
 - a. Agenda Items: Items for discussion and/or action to be listed on the next regularly scheduled board meeting agenda
 - i.

ADJOURNMENT