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# 13<sup>th</sup> District Agricultural Association / Yuba-Sutter Fairgrounds

442 Franklin Avenue, Yuba City, CA 95991

Phone: 530-674-1280 \* Email: [info@ysfair.com](mailto:info@ysfair.com) \* Website: [www.ysfair.com](http://www.ysfair.com)

## **JUNIOR LIVESTOCK AUCTION ADVISORY COMMITTEE MEETING AGENDA**

**Thursday, September 13, 2018 @ 5:30 p.m.** in the Expo Hall Building at the Yuba-Sutter Fairgrounds

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### **VOTING COMMITTEE MEMBERS**

Tracy Bishop, 4-H Representative	Jake Wheeler, FFA
Johanna Lassaga, 4-H Yuba County	Craig Taylor, FFA
Stacy Sannar, 4-H Sutter County	Jessie Smith, FFA
Murvin Hicks, Yuba County	Larry Munger, Sutter County
Greg Rudstrom, Member at Large	Michael Harvey, Youth in Ag
Jill LeVake, Fair Board of Director	Kulwant Johl, Fair Board of Director

### **BOARD OF DIRECTORS**

Alice Munger, President	Jill LeVake, Director
Ed Ritchie, Vice President	Jennifer Matteoli, Director
Karm Bains, Director	Joe Serger, Director
Erin Cucchi, Director	Andrew Stresser, Director
Kulwant Johl, Director	

### **FAIR STAFF**

Dave Dillabo, CEO  
Sherrie Skaggs, Office Staff  
Bruce Fricker, Maintenance Staff  
Randy Garrick, Maintenance Staff

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### **OUR COMMITMENT TO TRANSPARENCY**

- The public is invited and welcome to attend all noticed meetings. A complete meeting agenda packet will be made available to all public members attending the meetings. Meeting notices and agendas of the 13<sup>th</sup> District Agricultural Association required by the Bagley-Keene Open Meeting Act are accessible on the internet at [www.ysfair.com](http://www.ysfair.com) and are posted at least 10 days prior to the meeting. The regular monthly board meeting is scheduled for the fourth Tuesday of each month at 5:30 p.m. in the board room at the fairgrounds office. (*Dates are subject to change*)
- Further information regarding this scheduled meeting of the Junior Livestock Auction Advisory Committee of the 13<sup>th</sup> District Agricultural Association may be obtained by contacting the Dave Dillabo, Chief Executive Officer at 442 Franklin Avenue, Yuba City, CA 95991 by calling 530-674-1280 or email [ceo@ysfair.com](mailto:ceo@ysfair.com).

### **PUBLIC PARTICIPATION**

- Members of the public are welcome and may request items to be included on the agenda of any noticed meeting. The items must be directly related to business of the Yuba-Sutter Fairgrounds. Requests for placement must be made in writing and delivered to the fair office no later than 4 p.m. twelve (12) business days prior to the board meeting.
- The "Public Comment" agenda item is a right granted to the public and is reserved for items not listed on the agenda. However, no debate by the board shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Participation during the "Public Comment" section will be limited to three (3) minutes per speaker.
- The public is welcome and may also participate in discussion and comment on action items that are listed on the agenda.

### **AMERICANS WITH DISABILITIES ACT**

- Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 13<sup>th</sup> District Agricultural Association Board or Committee meeting, or about other Yuba-Sutter Fair activities, may request assistance from the Chief Executive Officer at the fair office, 442 Franklin Avenue, Yuba City, CA or by calling (530) 674-1280. Requests should be made one (1) week in advance whenever possible.

# MEETING AGENDA

1. **CALL TO ORDER:** Committee Chair- Director LeVake
  - I. All matters listed as “Discussion/Action” on this agenda, may be considered for action as listed. Any item not listed may not be considered at this meeting. Items on this agenda may be considered in any order at the discretion of the President.
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:** Committee Members present/absent.
4. **INTRODUCTION OF STAFF AND GUESTS:**
5. **PUBLIC COMMENT:**
  - I. Public Comment is a right granted to the public and is reserved for items not listed on the agenda. However, no debate by the committee shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Public participation during the “Public Comment” section will be limited to three (3) minutes per speaker.
6. **CORRESPONDENCE:** (*Informational/Non-Action item*)
7. **CONSENT AGENDA:** (*Discussion/Action by Committee*)
  - I. All matters listed under Consent Calendar are routine and can be enacted in one motion. There will be no separate discussion of these items prior to the vote on the motion unless members of the committee, staff or public request specific items to be discussed or removed from the Consent Calendar for individual action.
    - a. Review & Approval of Meeting Minutes
      - i. Committee Meeting Minutes dated July 12, 2018
8. **INFORMATIONAL UPDATES/REVIEW:** (*Informational/Non-Action items*)
  - a. 2018 JLA in Review
    1. Weigh-Master Committee -
    2. Youth Auction Committee- (YAC) - Buyer's Invite
    3. Sale Catalog -
    4. Trophies and Awards -
    5. Pre-Auction Processing Plants - Set-Up
    6. Post-Auction Processing Plants – Transportation, etc.
    7. Local Butcher Shops – Need to implement future contract for each local butcher shop to specify quantity limitations (if any) and delivery minimums
    8. Pictures / Backdrop -
    9. Buyer Placards –
    10. Buyers Lunch/Refreshments –
    11. Staging and Line-Up -

12. Tattooing and Marking Animals –

13. Auction Ring Setup –

14. Auction - Day of Sale –

15. Auction Office -

16. Auction Clean Up- (All Clubs) -

17. Youth in Ag Program -

18. Sunday Morning - Night Wrap Up -

19. Monday Load-Out –

b. 2019 Planning

c. Open Forum Meeting scheduled at 7:00 following the JLAAC meeting for community input in a open forum format.

9. **SUB-COMMITTEE REPORTS:**

a. None

10. **NEW BUSINESS:** *(Discussion/Action by Committee)*

a. None

11. **MATTERS OF INFORMATION:** *(Informational/Non-Action Items)*

a. Committee Member Comments:

b. Committee Chairman Comments:

c. Next Scheduled Committee Meeting: Date To be determined.

d. Agenda items to be included on the next meeting agenda:

i. .

ii. .

iii. .

iv. .

12. **ADJOURNMENT**



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### **JUNIOR LIVESTOCK AUCTION ADVISORY COMMITTEE MEETING MINUTES**

The Junior Livestock Auction Advisory Committee of the 13<sup>th</sup> District Agricultural Association will be held a Committee Meeting on **Thursday, July 12, 2018 @ 5:30 p.m.** in the Board Room at the Yuba-Sutter Fairgrounds office to consider the attached agenda.

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# MEETING MINUTES

1. **CALL TO ORDER:** Committee Chair- Director LeVake
  - I. All matters listed as "Discussion/Action" on this agenda, may be considered for action as listed. Any item not listed may not be considered at this meeting. Items on this agenda may be considered in any order at the discretion of the President.
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:** Quorum Present - Committee Members present: Jill LeVake, Johanna Lassaga, Tracy Bishop, Jake Wheeler, Craig Taylor, Greg Rudstrom, Larry Munger, Murvin Hicks, Stacey Sannar
4. **INTRODUCTION OF STAFF AND GUESTS:**
5. **PUBLIC COMMENT:**
  - I. Public Comment is a right granted to the public and is reserved for items not listed on the agenda. However, no debate by the committee shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Public participation during the "Public Comment" section will be limited to three (3) minutes per speaker.
6. **CORRESPONDENCE:** (*Informational/Non-Action item*) None
7. **CONSENT AGENDA:** (*Discussion/Action by Committee*)
  - I. All matters listed under Consent Calendar are routine and can be enacted in one motion. There will be no separate discussion of these items prior to the vote on the motion unless members of the committee, staff or public request specific items to be discussed or removed from the Consent Calendar for individual action.
    - a. Review & Approval of Meeting Minutes: *See Attachment*
      - i. Committee Meeting Minutes dated June 14, 2018 – Chair Jill LeVake read and made minutes available to the public.
8. **INFORMATIONAL UPDATES:** (*Informational/Non-Action items*)
  - a. Small Animal Disposition Update- Discussed the small animal processing plan for transportation and processing.
  - b. Livestock Staffing Update: Dave Dillabo announced the Livestock staff for the upcoming fair. Krista McCoon will be the Livestock Superintendent.
9. **SUB-COMMITTEE REPORTS:** (*Discussion/Action by Committee*)
  - a. JLA Task List Review/Update – reviewed by the Committee. No Action
  - b. Vet Check Procedures/Weigh-In Schedule – Finalize livestock fair-time schedule. – Reviewed and discussed by the committee. No Action.
  - c. Livestock Awards Update – Reviewed list of awards and sponsor needs. No Action.
  - d. Barn Dance Event Summary/Improvement Project: Liz Romness provided a summary of the Barn Improvement Fundraiser event. The committee discussed ideas to utilize the fundraiser funds. Upon a motion by Greg Rudstrom and seconded by Murvin Hicks, and approved unanimously by the committee members present, the committee moved to purchase a 38' x 164' fire retardant black shade cloth for the Jr Livestock Pavilion area at a cost of \$6,796.43. The Fair staff will install the shade cloth.
  - e. Other - None
10. **NEW BUSINESS:** (*Discussion/Action by Committee*)
  - a. None
11. **MATTERS OF INFORMATION:** (*Informational/Non-Action Items*)
  - a. Committee Member Comments:
  - b. Committee Chairman Comments:
  - c. Next Scheduled Committee Meeting: Date To be determined.
  - d. Agenda items to be included on the next meeting agenda:
    - i. .
    - ii. .
    - iii. .
    - iv. .
12. **ADJOURNMENT:** 6:45 p.m.