
13th District Agricultural Association / Yuba-Sutter Fairgrounds

442 Franklin Avenue, Yuba City, CA 95991

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JUNIOR LIVESTOCK AUCTION ADVISORY COMMITTEE MEETING MINUTES

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

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 13th District Agricultural Association required by the Bagley-Keene Open Meeting Act are accessible on the internet at www.ysfair.com and are posted atleast 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 13th 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.

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 13th 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 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, Greg Rudstrom, Stacey Sannar, Nicole Wheeler, Sherrie Skaggs, Dave Dillabo (CEO); Absent: Murvin Hicks, Jake Wheeler, Craig Taylor,
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 July 12, 2018 – Chair Jill LeVake read and made minutes available to the public. Upon a motion by Greg Rudstrom, seconded by Johanna Lassaga and passed unanimously, the committee approved the minutes as presented.
8. **INFORMATIONAL UPDATES:** (*Informational/Non-Action items*)
 - a. Discussion of the following topics took place among the committee members and the public present at the meeting.
 1. Weigh-Master Committee – Went well. No major changes suggested.
 2. Youth Auction Committee- (YAC) - Buyer’s Invite
 - i. Add Parking instructions and Walk in Gate instructions
 - ii. Garden Highway Gate must be open and accessible for buyers on Saturday am
 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 –
 - i. Need to implement future contract for each local butcher shop to specify quantity limitations (if any) and delivery minimums
 - ii. Setup Contracts for 2019 for each local butcher shop
 8. Pictures / Backdrop –
 - i. Scheduling of small animals for 2019
 9. Buyer Placards –
 10. Buyers Lunch/Refreshments –
 - i. Went well. Look into serving for 2019.
 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:** *(Discussion/Action by Committee)*

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. 2018/19 Budget

ii. Sale Commissions

iii. Barn Fundraiser

12. **ADJOURNMENT:** 6:48 p.m.

