



13th District Agricultural Association / Yuba-Sutter Fairgrounds
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BOARD MEETING MINUTES

Tuesday – September 24, 2019 @ 5:30 p.m.
At the Yuba-Sutter Fairgrounds Board Room
442 Franklin Avenue, Yuba City, CA 95991

2019 BOARD MEMBERS: President – Alice Munger; Vice President – Ed Ritchie; Board Members - Karm Bains, Erin Cucchi, Kulwant Johl, Jill LeVake, Jennifer Matteoli, and Joe Serger, Andrew Stresser.

FAIR MANAGER/CEO – David Dillabo

1. CALL TO ORDER: President Ritchie called the meeting to order at 5:30 p.m.

All matters listed 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: Members present/Declaration of a quorum (YES) Board President – Ed Ritchie, Vice-President: Erin Cucchi, Board Members: Alice Munger, Karm Bains, Jennifer Matteoli, Jill LeVake, Joe Serger, Kulwant Johl, Andrew Stresser; Absent: None

4. INTRODUCTION OF STAFF AND GUESTS: Office Staff: Dave Dillabo & Sherrie Skaggs; Public: Members of the Yuba County Women's Posse & YC Search & Rescue, Jake Wheeler, Erin Peters, Alexis Smith, Kayla MacKaben, Kate Wilson, JM Roger.

5. PUBLIC COMMENT: Yuba County Women's Sherriff's Posse spoke in regards to their spring rental event. Item was listed as an action item and further discussed and action taken in the New Business section of the meeting.

6. CORRESPONDENCE: CEO Dillabo reported on the following correspondence;

- i. CDFA State Rules Advisory Meeting
- ii. CDFA – 2018 STOP Report Approval Notice

7. CONSENT AGENDA:

- i. Motion: Upon a motion by Director Bains, 2nd by Director Serger and passed unanimously with an "Aye" vote by Directors Matteoli, Bains, Cucchi, Serger, Munger, LeVake, Stresser, Johl, Bains.
- ii. Meeting Minutes dated July 9, 2019 and the contracts identified below were approved;
- iii. Paid Bills in the amount of \$ 588,284.94 from July 1 thru September 19, 2019 were approved.
- iv. Approval of Contracts:
 - a. Standard Agreements: 2019-70 thru 2019-77
 - b. Sponsorship Agreements: 2019-44 thru 2019-47
 - c. Inside Commercial Agreements: 2019-27 thru 2019-39
 - d. Outside Commercial Agreements: 2019-26 thru 2019-28
 - e. Concession Agreements: 2019-30 thru 2019-32
 - f. Interim Rental Agreements:
 1. 2019 Interim Contracts: 2019 Interim Contracts: # 2019-145 thru 2019-157
 2. 2020 Interim Contracts: 2020 Interim Contracts: # 2020-16 thru 2020-42

8. COMMITTEE REPORTS:

a. Finance Committee:

Director Cucchi reviewed the current financial reports with the Board. After review and discussion of the current the financial standing, upon a motion by Director LeVake, seconded by Director Bains, and passed unanimously with an "Aye" vote by Directors Matteoli, Munger, Cucchi, Serger, LeVake, Stresser,

Johl & Bains; the board moved to approve the current financial status of the 13th DAA as summarized below.

1. Monthly Net Gain: \$ 206,015.46
 2. Annual Net Gain: \$ 701,882.74
 3. Total Assets: \$ 992,933.83
- b. Buildings and Grounds Committee:
 - c. Entertainment/Public Relations Committee: Meeting was set to discuss 2020 Fair entertainment. September 25 @ 1 pm
 - d. Sponsorship Committee:
 - e. Junior Livestock Auction Advisory Committee:
 - f. Legislative Committee:
 - g. Guidebook Committee: Meeting was set to discuss 2020 Fair Guidebook Updates. September 30 @ 8 am
 - h. Master Plan Committee:
 - i. Policies & Procedures Committee:
 - j. Jr Fair Board Committee: Meeting was set to discuss 2020 Jr Fair Board. October 9 @ 3pm

9. CEO REPORT: (Informational/Non-Action items)

CEO Dillabo provided a report regarding;

- a. 2019 Fair Report –
- b. SB 5 Infrastructure Project Update – MXB Building Climate Control HVAC Project
 - i. Facility Walk Thru performed
- c. AB 1499 Funding: Impacts in 2020
- d. YS Fair – YS Fair will be recognized by Appeal Democrat as the 2019 Best Local Event of the Year
- e. YS Fair selected as the host of 10 dual-sink hand wash stations provided by F&E/C DFA and 40 Emergency Center/Animal Shelter Pens – Donated by California Bountiful, an affiliate of the California Farm Bureau Federation for donating 280 livestock pens to California Fairgrounds! The handwash stations & pens are to be shared within each area for emergency and fair time use.
Ribbon Cutting Ceremony planned in November with C DFA.
The pens will be hosted at the following fairgrounds:
 - Yuba-Sutter Fairgrounds
 - Gold Country Fairgrounds
 - Shasta District Fairgrounds
 - Ventura County Fairgrounds
 - Merced County Fairgrounds
 - Lake County Fairgrounds
 - San Mateo County Exposition and Fair
- f. FEMA RV Center Update
- g. 2020 Budget Preparation
- h. Interim Rental Update
- i. Staffing Update
- j. Christmas in November Fair Sponsored Event – Scheduled for November 9th weekend
 - i. Name change to Holiday Craft Fair

10. NEW BUSINESS:

- a. **Yuba County Sheriff's Women's Posse – Presentation & discussion of rental charges and fees related to last year's rental event in Franklin Hall. Discussion and potential development of an annual MOU with Yuba-Sutter Fair connected organizations**

Members from the Yuba County Women's Posse approached the board regarding their dissatisfaction of being charged clean up fees from their rental event held at the fairgrounds this past spring. After discussion and an opportunity for public comment, upon a motion by Director Johl, seconded by Director Bains, the board member moved to reimburse the renter for the 3 hours of clean up at the rate of \$47 per hour. Motion was passed with an "Aye" vote by Directors, Bains, Johl, Munger, Matteoli, Cucchi, Serger, LeVake, Stresser.

b. Future Fair Dates:

2020 Proposed Dates - August 6-9, 2020

CEO Dillabo discussed the potential fair dates for the 2020 Fair of July 30- August 2 or August 6-9. He July dates do not work well for many vendors due to the CA Mid State Fair dates. After discussion and an opportunity for public comment, upon a motion by Director Cucchi, seconded by Director Munger, the board member moved to set the 2020 annual fair dates to August 6-9. Motion was passed with an "Aye" vote by Directors, Johl, Munger, Matteoli, Cucchi, LeVake, Stresser, Abstained by Directors Serger & Bains.

The future fair dates starting in 2021 was briefly discussed. Discussion of moving the dates earlier into the year took place among the board and members of the public. After discussion, President Ritchie nominated a sub-committee comprised of Director Cucchi, Director Matteoli, CEO Dillabo and FFA Advisor Jake Wheeler to research and explore options of future fair dates and report back at the October Board meeting.

c. Livestock Market Animal Classifications for 2020 Fair

No Action and discussion took place

d. Still Exhibit Requirement of Livestock Exhibitors: Discuss the current rule and develop a recommendation on whether to continue with the rule, change the rule or remove the rule.

2019 YSF Blue Ribbon Award Recognition Selection

CEO Dillabo discussed the current rule and the impacts of the rule change. He proposed eliminating the rule as a requirement, but adding incentives to the 4-H, FFA and Grange Clubs and Chapters to participate and enter still exhibits. Incentives that were discussed included monetary awards for the Club and Chapter sweepstakes winners and choice of pen area for all species the following year. After discussion and an opportunity for public comment, upon a motion by Director LeVake, seconded by Director Serger, the board member moved to eliminate the still exhibits requirement and allow the Guidebook Committee to develop the incentive sweepstakes program. Motion was passed with an "Aye" vote by Directors, Bains, Johl, Munger, Matteoli, Cucchi, Serger, LeVake, Stresser.

e. Yuba-Sutter Fairgrounds Connected Organization Policy Proposal

Included in the board packet was a drafted copy of the proposed 13th DAA Fair-Connected Organizations Policy. Director Cucchi discussed the policy. Discussion took place among the board and understanding of the purpose and need for such policy was agreed. After discussion and an opportunity for public comment, upon a motion by Director Serger, seconded by Director Stresser, and passed unanimously the board member moved to adopt the policy as proposed and presented. Motion was passed with an "Aye" vote by Directors, Bains, Johl, Munger, Matteoli, Cucchi, Serger, LeVake, Stresser.

11. DIRECTOR'S COMMENTS: Please note that pursuant to California State Law, the Board is prohibited from discussing or taking action on any item not listed on the agenda.

- a. Directors commented on the 2019 Fair. Items included; adding food trucks to the 2020 fair, Hospitality event, Staffing for ice sales for 2020 fair.

12. MATTERS OF INFORMATION:

- a. Next meetings October 23, 2019 @ 5:30 pm and November 19, 2019 at the Fairgrounds office.
 - a. Agenda items to be included on the next meeting agenda:
 - i. CEO Evaluation

13. ADJOURNMENT: Upon a motion by Director Cucchi, seconded by Director LeVake and carried unanimously with an "Aye" vote by Director Serger, Matteoli, Munger, Cucchi, Bains, LeVake, Stresser, Johl; the board moved to adjourn the meeting at 7:32 p.m.

Respectfully submitted by:
David Dillabo, CEO