



13th District Agricultural Association

Yuba-Sutter Fairgrounds

442 Franklin Avenue, Yuba City, CA 95991

Phone: 530-674-1280 * Email: info@ysfair.com * Website: www.ysfair.com



REGULAR MONTHLY BOARD MEETING NOTICE

The Board of Directors of the 13th District Agricultural Association will be holding a regular monthly board meeting in the Franklin Hall Building at the Yuba-Sutter Fairgrounds on **Tuesday, October 27, 2020 @ 5:30 p.m.** to consider the attached agenda.

BOARD OF DIRECTORS

Erin Cucchi, *President*
Joe Serger, *Vice President*
Kulwant Johl, *Board Member*
Jill LeVake, *Board Member*

Jennifer Matteoli, *Board Member*
Alice Munger, *Board Member*
Karm Bains, *Board Member*
Andrew Stresser, *Board Member*

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 Board of Directors for the 13th District Agricultural Association may be obtained by contacting the 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 may attend the meeting and provide comment at the meeting location noticed above. Any item not so noticed will not be considered or discussed. The Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker, or less depending on the number of speakers, in order to proceed with the agenda. Public comment must be related to fair authority and jurisdiction.
- The meeting notice, agenda, Board packet and minutes of this emergency meeting, including roll call vote and a list of persons who the Chief Executive Officer notified of this meeting, shall be posted for a minimum of 10 days at the Fair Office and on the Fair's website as soon as possible following this emergency meeting. (Gov. Code § 11125.5).

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.

BOARD MEETING AGENDA

Any item not so noticed on this agenda will not be considered or discussed.

1. **CALL TO ORDER:** *President Cucchi*

I. All matters listed as "Discussion/Action by Board" 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:** Directors Present, Directors Excused and declaration of a quorum.

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 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. 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 Board)*

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 time that the Board votes on the motion unless members of the Fair Board, staff or public request specific items to be discussed or removed from the Consent Calendar for individual action.

a. Review & Approval of Meeting Minutes:

b. Review & Approval of Paid Bills:

c. Review & Approval of Contracts:

i. Interim Rental Agreements:

ii. Standard Agreements: (Includes vendor, exhibit, sponsorship, judging and service agreements)

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

8. **COMMITTEE REPORTS:** *(Discussion/Action by Board)*

I. 2021 Committee's & Committee Member Listing

II. The Board may take approval action on properly noticed committee reports.

The Board may take approval action on properly noticed committee reports.

a. Executive Committee: *(Director Cucchi, Director Serger & CEO Dillabo)*

b. Finance Committee: *(Directors Cucchi & Serger)**

i. Review & Approval of Current Financial Reports. *(Discussion/Action by Board)*

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

c. Ad-Hoc Rules Committee: *(Director Serger, Johl, Entry Representative Sherrie Skaggs)**

i. *Ethics Violation by an exhibitor. Committee's recommendation & summary of meeting. Discussion and action by the board, if any.*

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

d. Buildings and Grounds Committee: *(Directors Johl & Serger)*

- e. Entertainment/Public Relations Committee: *(Directors Matteoli & Bains)*
- f. Sponsorship Committee: *(Directors LeVake & Munger)*
- g. Junior Livestock Auction Advisory Committee: *(Directors LeVake & Munger)*
 - i. *Meeting Update Summary – Recommendations passed by committee listed below for board approval*
- h. Legislative Committee: *(Directors LeVake & Stresser)*
- i. Master Plan Committee: *(Directors Cucchi & Bains):*
- j. Exhibits & Guidebook Committee: *(Directors Cucchi & Serger)*
- k. Policies & Procedures Committee: *(Directors Cucchi & LeVake)*
- l. Jr. Fair Board Committee: *(Directors Cucchi & Matteoli)*
- m. Concessions & Vendors Committee: *(Directors Matteoli & Stresser)*

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

- a. Current Operational Report
 - i. Applied for Yuba-Sutter Economic Grant
- b. Garden Highway RV Trailer Park Area Use Update
- c. Interim Updates
 - i. Holiday Craft Fair Taking Place– December 5th & 6th
- d. Fair Industry Updates
 - i. Re-structuring options of DAA Fairgrounds
- e. 2021 Budget Preparations
- f. Facility Updates: *(All work performed by Maintenance Staff)*
 - i. South Parking Lot
 - 1. Removed all the telephone poles laying around the perimeter
 - 2. Fixed and installed Gates and tightened fences for security purposes
 - 3. Cleaned area of debris and vegetation
 - ii. All Fairgrounds Perimeter Gates have been identified by signage
 - iii. Main Exhibit Building Frontage Project Update
 - 1. Installing wrought iron fencing on the East and West sides of the main gate entry.
 - 2. Increased area on west side of entry that can now be used for a prime location for vendors, displays, etc. upon entry to the fairgrounds during events.

10. **HERITAGE FOUNDATION REPORT:** *(Discussion/Action by Board)*

- a. Status Report
- b. Current Board Members
- c. Plan of transition of the Jr. Livestock Auction from the YS Fair to the YS Fair Heritage Foundation.
 - i. JLA Committee would be structured under the Heritage Foundation
 - ii. All future funds from the JLA would be held and managed by the YS Fair Heritage Foundation.

11. **OLD & NEW BUSINESS ITEMS:** *(Discussion/Action by Board)*

- a. CDFA Grant Agreement 20-0543-000-SG: Review of terms and conditions set forth to receive \$44,030 of state grant funding.

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

- b. Approval of transition of the Jr. Livestock Auction from the YS Fair to the YS Fair Heritage Foundation.

- i. The official transition would take place January 1, 2021.
- ii. The YS Fair would establish a Livestock Committee to review and develop rules and policies pertaining to the livestock shows

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

c. Livestock JLA Committee Recommendations

- i. Purchase of Swine Barn Panels with JLA Funds: The JLA approved a recommendation to utilize the current available JLA funds in their operating account to purchase the Swine Barn pen panels for a total cost of \$54,164.52 from Triton Barns.

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

- ii. Exhibitor Eligibility Rule: Any Jr. Livestock Exhibitor that has been banned from exhibiting at any local, county, regional, state or national show is disqualified from exhibiting at the Yuba-Sutter Fair.
1. Current Local Rule # 14: If an exhibitor is disqualified at another California Fair they will be ineligible to show at the Yuba-Sutter Fair for atleast one (1) year, if not disqualified from exhibiting permanently. This may also apply to siblings if the violation was associated to ethical practices.
 2. Recommended New Local Rule: If an exhibitor is disqualified at any local, county, regional, state or national show they will be ineligible to exhibit at the Yuba-Sutter Fair for atleast one (1) year, if not disqualified from exhibiting permanently. This may also apply to siblings if the violation was associated to ethical practices.

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

- iii. Change the auction from a 100% "terminal" sale and include "Live" pickup as an option for all market animals sold through the YS Fair Junior Livestock Auction.

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

- iv. Review & approve the 2021 market animal livestock divisions/classifications/weight requirements per changes below:

1. Market Beef: Increase minimum weight requirement from 1,000 lbs. to 1050 lbs.
2. Market Goats: Increase minimum weight from 55 lbs. to 60 lbs.
3. Market Turkeys: Change the current weight range from 14 lbs. – 35 lbs. to 20 lbs.- 40 lbs. (The Paid top weight would be 40lbs. There is no maximum top weight requirement)

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

d. 2021 Fair Theme

- i. Selection of a theme for the 2021 fair.

Motion: _____, Second: _____, Yes: _____, Nay: _____ Abstain: _____

11. **CLOSED SESSION:** (Adjourn into Closed Session) The Board is authorized to meet in Closed Session for the purpose of considering:

- a. Personnel Matters: (Gov Code 11126 (a) Annual CEO Evaluation

12. **OPEN SESSION:** (Reconvene into Open Session)

- a. Disclosure of any action taken place during the Closed Session Meeting

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

- a. Director's Comments:
- b. Manager's Comments:
- c. Next Scheduled Board Meeting: TBD - November, 2020
- d. Agenda items to be included on the next scheduled meeting agenda:

12. **ADJOURNMENT**