

YUBA-SUTTER FAIR HERITAGE FOUNDATION



BOARD MEETING NOTICE

Date: Wednesday, July 21, 2021 Time: 5:30 pm

Location: Yuba-Sutter Fairgrounds Administration Office

BOARD OF DIRECTORS

Johanna Lassaga, *President*

Wally Emery, *Vice President*

Lynda Stresser, *Secretary*

Tim Cole, *Treasurer*

Jill LeVake, *Board Member, 13th DAA*

Jon Donenfeld, *Board Member*

Mike Dickinson, *Board Member*

Joe Lemenager, *Board Member*

David Dillabo, *CEO of the Yuba Sutter Fair*

Jennifer Matteoli, *Board Member, 13th DAA*

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 Yuba-Sutter Fair Heritage Foundation required by the Bagley-Keene Open Meeting Act are accessible on the internet at 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 Yuba-Sutter Fair Heritage Foundation may be obtained by contacting the Dave Dillabo, Chief Executive Officer of the Yuba-Sutter Fairgrounds 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 Yuba-Sutter Fair Heritage Foundation Board or Committee meeting, or about other Yuba-Sutter Fairgrounds 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: President Johanna Lassaga**
 - 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:**

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 Financial Reports
8. **FINANCIAL REPORT:**
9. **SUB-COMMITTEE REPORTS:**
 1. Junior Livestock Auction Committee – Fair Wrap-up Report
 2. Fundraising Committee
 3. Membership Committee
 - a. Membership Drive
 - b. Coordination of Membership Needs w/Fairgrounds
 4. Scholarship Committee
 5. Other Committees:
10. **NEW BUSINESS:** *(Discussion/Action by Committee)*
 1. General Auction Support Donations
 2. Farm Fest
 3. Accounting Needs
 1. Jr Livestock Auction Accounting
 2. General Accounting Program
 3. End Of Year Reporting
 4. Fiscal Year Change
 5. CPA Hire



MEETING AGENDA

(Continued) NEW BUSINESS: *(Discussion/Action by Committee)*

4. Fall Festival Fundraiser
5. Dinner w/ Fair Board Schedule
6. Sharing of Credit Card Machines
7. Officer Elections

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

- a. Board Member Comments:
- b. Board Chairman Comments:
- c. 2021 Scheduled Board Meetings:
 - a. Agenda items to be included on the next meeting agenda:
 - b. Next Meeting Date:

12. **ADJOURNMENT**