

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes - DRAFT
Wednesday January 10, 2018

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order at 6:01 pm at the Fairgrounds office by President Herman.

ROLL CALL/DIRECTORS ABSENT: All directors were present with the exception of Director Luscombe.

INTRODUCTION OF GUESTS & STAFF: Also present CEO Nancy Sites

PUBLIC COMMENT: No public comments were made.

CONSENT AGENDA:

Director Fine made a motion, seconded by Director Schaad and carried to accept the consent agenda which includes minutes from the December 18th regular board meeting, contracts completed to date, bills paid as of December 31 and the Finance Report as of December 31, 2017. Director Hernandez abstained. No public comment.

Board Member	Approved	Not Approved	Abstained or Unable to vote yet
Director Fine (motion)	X		
Director Misso	X		
Director Struble	X		
Director Schaad (second)	X		
Director Herman	X		
Director Hernandez			X

REPORTS AND INFORMATION:

CORRESPONDENCE: The board reviewed the correspondences included in their packet no action was taken, the correspondences included: Executive Order B-45-17 from CDFA F & E AND THE CDFA F & E Newsletter - FYI

COMMITTEE REPORTS:

Finance -The finance committee has not met, Nancy suggested that they meet to go over suggested changes to the 2018 before the board approves it. They will meet on January 19th at 4pm and the budget will go on the agenda for the February meeting. Nancy will send the suggested changes out prior to the committee meeting.

Future Vision – The future vision committee will meet on January 17, 2018. Nancy has sent the notice out and invited 4-H, FFA and the Fair Friends Board.

Livestock Committee – They have not met but we will go over the show schedule changes for 2018 at the next meeting; the independent exhibitor information is already up on the website but Nancy will send out a reminder about the March 1 deadline.

Fundraiser – We renamed this committee the Special Events Committee. The next event is May 5. Nancy will contact the Casino company and get food bids and we will schedule a meeting. We will send gift certificates for tickets to our events to local community events to use as raffle prizes. We will also send out invitations to fair supporters and not just a general mailing for this fundraiser.

Jr. Fair Board- Tracey distributed the updated forms and applications for 2018; Nancy will get them up on the website and email them to the 4-H and FFA leaders. They will be due January 31.

Fair Court – Tracey also have the updated forms for this but there are still a couple of things that need to be fixed so she will email them to Nancy for distribution at a later date. Those applications will also be due January 31 and potential dates for 2018

Tulelake Butte Valley Fair Friends – The Fair Friends met a couple of days ago. They have agreed to fund our lighting upgrade project, computer project and however they can help with the kitchen upgrade.

CEO Report:

Concession/Kitchen - Nancy has gotten the specs from the health department of what a upgraded kitchen would need and has calls into a couple of contractors to give us bids and recommend what our next steps should be. Nancy is still looking for grants for this project and has contact F & E for any suggestions that they may have. Director Schaad also sent some suggestions. Nancy will meet again with Sierra Cascade to see what their thoughts are as well.

Lighting Project Update – Nancy and Dave are meeting again with LED Light Source, their quote came in much lower than anyone else and we are projected to receive a \$7000 rebate from the power company and save at least \$12,000 a year on electricity. This project should pay for itself in less than two years and the lights have a 10 year warranty.

WFA Report – Venancio, Renee and Nancy reviewed some of the information they received at the WFA convention last week. Renee would like to see our volunteer program grow and emphasized that people that volunteer need to feel appreciated. She would like to have a volunteer class sometime in July or August to recruit people. They went over some grandstand entertainment ideas and strolling entertainment ideas. Nancy also learned that CFFA is sending out bids for the deferred maintenance projects and they say they are behind because they can't get companies to bid on smaller projects. Nancy will check with CFFA to see if they have sent the bid out on the fencing project yet.

New Business: Consideration/Action on the following items:

2018 Proposed Budget – The board would like the finance committee to go over the budget and present the updated one at the February meeting for approval. Nancy will check with Joji at CDFA to make sure that works with their timeline. Tabled until the February meeting.

Agreement for Temporary Housing Camp Review from CFFA – Director Hernandez spoke with Dave Dillabo at the WFA conference about this invoice from CFFA and he suggested that we split it with Sierra Cascade. Director Herman would like to speak with Assemblymen Dahle's office before the board considers approving this. Nancy will send him the contract and invoice. This was tabled until the February meeting.

Matters of Information

Directors Statements:

Director Misso – She really enjoyed the WFA convention

Director Plass – Suggested that we look into more secure locked boxes or safes for our pay what you can admission booths, two people needs to be assigned to go collect and count the money each day. Maybe we turn the booths into farm animal decals that would be more inviting. Holiday market is going to be a new grocery store in Klamath; they may be interested in sponsoring.

Director Fine – We need to look into more recycle containers for cans since they are worth more money now.

Director Hernandez – We need to talk about options for the field, needs to be rotated and then back to alfalfa next year.

Director Struble – The website needs a few updates that she will pass along to Nancy. Awards committee will meet prior to the next board meeting.

Director Herman – He suggested we still look into grants with Driscoll and Office of Emergency Services for grants for the kitchen/concession

Adjournment: MOTION: Director Struble, **SECONDED:** Director Fine, **PASSED:** unanimously at 8:30pm.