

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes - DRAFT
Wednesday March 7, 2018

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order at 6:15 pm at the Fairgrounds office by President Herman.

ROLL CALL/DIRECTORS ABSENT: All directors were present, we welcomed new Director Angela Sutton
INTRODUCTION OF GUESTS & STAFF: CEO Nancy Sites; Tulelake Butte Valley Fair Friends members, Pam McFall, Lorraine Fine and Jerry LeQuieu

PUBLIC COMMENT: No public comments were made.

CONSENT AGENDA: *Director Luscombe made a motion, seconded by Director Struble and carried to accept the consent agenda which includes minutes from the February 7th regular board meeting, contracts completed to date, bills paid as of February 28th, and the Finance Report as of February 28th, 2018. All in favor.*

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

REPORTS AND INFORMATION:

CORRESPONDENCE: Nancy reviewed the correspondence that were included in the packet. They included: Information on the CDFA judge’s symposium, CDFA letter about the deferred maintenance projects, a letter from Dan and Linda Lown and an informational document from CFSA about their programs and organization.

COMMITTEE REPORTS:

Tulelake Butte Valley Fair Friends – Lorraine and Pam gave a financial report for the fair friend’s accounts. They would like to help wherever needed. Liz, Lorraine and Pete have been in cleaning up and organizing the museum and the research library.

Finance – Nancy is still working with CDFA on a final version of the STOP. We will have it to approve at the next meeting.

Livestock Committee – Nancy drafted up a proposed schedule for the livestock show. Director Herman made some changes to it and presented them to the board. We will be showing everything on Friday and Saturday and have the livestock judging contest on Thursday. There may be too many open class sheep classes, Nancy will look at the number in each class and eliminate some classes if possible. Nancy will contact Jackie to get a QA class set up. There are no independent exhibitors this year. The Beef weigh in will take place April 28 & 29, Nancy will contact Tara Porterfield to make sure we can use their scale again. Entry forms and fees will be due a week prior to weigh in this year. Nancy will send out an email letting 4-H and FFA leaders know about that change. There was some discussion about Pee-Wee showmanship and if we could change the rule that they have to show their own animal. Nancy will talk to Jen Ackley about this rule. Director Struble let the group know she would not be here during fair due to some work obligations. We will work with her to assign other board members or volunteers to her fair duties.

Entertainment Committee – Director Misso and Director Fine met with Nancy on February 21 to go over our entertainment options. We will have a more complete schedule of the line up at the next meeting.

Special Events Committee – We went over some details for Casino night. There will be a Live, Silent and Desert auction. Board members are working on getting donations for the raffle and auctions.

Jr. Fair Board-Director Struble will get an email out about needing help for Casino night.

Fair Court – Nancy sent the fair court new release and it was in the Herald and News and newspapers in Siskiyou and Modoc county.

CEO Report:

Nancy has submitted a grant application to the McConnell foundation to fix the doors in all of the buildings. We should hear back on that one in a few weeks. The Home Depot also has grant opportunities for materials used in community buildings so she will look to see if we qualify for that one as well.

Nancy is meeting with Cutis Restaurant Supply about the kitchen facilities next week and Sierra Cascade is working on getting a list of essential equipment for the kitchen.

Dave Misso has helped Dave complete the Main Exhibit Building and next will be the Home Ec building. We will keep going one building at a time until completed.

Nancy has been invited to serve as the alternate for the Cascade Unit on the CFSA board. That meeting is in Sacramento on April 4th so for her to attend we would need to move the board meeting.

WFA and CFA are working on coordinating “Fair” day at the capital. It will be in May again with the date TBD at a later date.

Nancy attended the CFA area meeting on February 12 in Anderson. All of the area managers and WFA were there to discuss the potential funding from the state and how it would be distributed.

Nancy reminded everyone that we would like the exhibitor handbook changed turned in by April 1. We will work on the book throughout April and go to print the first week of May.

Old Business: Consideration/Action on the following items:

Policy review, ending of expo event times & cash collection policy during fair – Nancy has changed the wording in the interim events contract to include the option of going until Midnight for an additional fee. She is reviewing cash handling policies from other fairs and will have some options at the next meeting.

2018 Fair Theme – There were over 60 theme ideas submitted that the board reviewed. *Director Hernandez moved to select “Every Fair Has A Story” as our 2018 fair theme, seconded by director Struble and carried. All directors were in favor, motion passed.*

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Director Fine	X		
Director Misso	X		
Director Struble	X		
Director Schaad (motion)	X		
Director Luscombe	X		
Director Herman	X		
Director Sutton			X
Director Hernandez (second)	X		

2018 Parade Grand Marshal and Farmer & Rancher of the Year Selection

The board discussed some ideas for the Parade Grand Marshal and Farmer and Rancher of the year nominees. *Director Schaad moved to elect Bruce Haveran of Old World Candies as the 2018 Parade Grand Marshal, seconded by Director Struble and carried, all in favor motion passed unanimously.*

Director Hernandez moved to elect the Truax family of Macdoel as the 2018 Farmer and Rancher of the year, seconded by Director Luscombe and carried, motion passed unanimously.

New Business: Consideration/Action on the following items:

2018 Rotary Auction Changes – The rotary club had a meeting at the same time so they were not able to attend. Nancy reviewed some of the changes that they were planning implementing for 2018 regarding photos. It was suggested that a couple of people from the livestock committee meet with a couple of people from rotary to discuss auction duties. Nancy will set up a meeting. No action was taken.

Local Winery – Commercial Vendor Sales – There is a local winery that has been a commercial vendor during fair for a couple of years. They have inquired about selling bottles of wine from their booth during the fair. The board suggested that we look at the state rules for this and table it until the April meeting.

Tulelake Basin Join Unified School District – Continuation School Contract Termination – At the last meeting the CEO included in her report that we had received a letter from the school district stating that they wish to terminate their contract as it is cost prohibitive for the small number of students enrolled in the continuation school. There is a clause in the contract that allows the contract to be terminated with 30 notice in writing. No action is needed. The school will move out during spring break and we will look for another tenant.

Directors Statements:

President Herman wen over a list of items for future agenda’s. The CEO yearly evaluation is due at the May meeting. We need a list of maintenance projects that are in the works or happening this year. We need to arrange for new pictures since we have two new board members. The ice delivery contract for fair, we would like to offer it to a Butte Valley High School Club this year, Nancy will send Tracey the details. Director Schaad is still looking into a GeoFilter for snapchat. We need to update the Stateline Spectacular Jackpot show information for 2018

Adjournment: MOTION: Director Hernandez, **SECONDED:** Director Misso, **PASSED:** unanimously at 9:10pm.

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Director Fine	X		
Director Misso (second)	X		
Director Struble	X		
Director Schaad	X		
Director Luscombe	X		
Director Herman	X		
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Director Hernandez (motion)	X		

Respectfully Submitted

Nancy Sites
Tulelake Butte Valley Fair Manager