

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes -DRAFT
Wednesday April 1, 2020

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order by President Schaad at 6:00 pm by conference call due to the restrictions of COVID-19

ROLL CALL/DIRECTORS ABSENT: Director Fine was absent.

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites; Office Manager, Beckie Alvarez; Guests: Ellen Cundall from Butte Valley, Jerry LeQuieu of the fair friends and Kalia Mitchell from CDFa.

CONSENT AGENDA: The consent agenda included the March 4th board meeting minutes, the Finance Report and bills paid March 1-27th. *Director Misso made a motion, seconded by Director Herman and carried, to accept the consent agenda. All in favor. Motion Passed.*

CORRESPONDENCE: Kalia spoke to the CDFa correspondences that included the SOP for sale of Jr. Livestock market animals at cancelled CA fairs due to COVID-19. This is a draft another final document will come out in the next few weeks. She spoke about the many fairs in California that were supposed to take place in April and May that have cancelled to the ban on social gatherings.

Committee Reports:

Livestock Committee: The Quality Assurance class that was supposed to take place in March was cancelled and exhibitors are being asked to take all future classes online. We will need to pick another day closer to fair where we can go over the code of conduct. Nancy will send that information out to the leaders. On the new market entry form, the showmanship boxes need updated to the new format. The beef weigh-in will move forward as planned on May 2. Exhibitors will be allowed to pull up and unload only one at a time and people will be advised to stay in their vehicles until it is their turn to weigh.

Jr. Fairboard: We will extent the application deadline until April 1st given the current situation. We will have hard copies in the office that they can pick up.

Special Event Committee: Director Misso would like to see a Thank you printed in the newspaper for casino night attendees, donors and volunteers. Nancy will look into it. Nancy should have the final income and expense numbers for the event at the next meeting. It was suggested for next year that the 4-H volunteers be in 4-H uniforms.

TBVF Fair Friends: Jerry gave an update on the fair friends' financials. They received another donation from Lilly's gift foundation that will be invested.

Jerry also spoke about the Barrack roof repairs. The Barrack roof has been in need of replacement for a few years now. He would like to present to the board that they use the fair friends' money to fund this project. The estimate for replacement is \$12,000. Jerry's proposal is for half to come from the museum funds and half to come from the interest money that we have saved over the last few years. Nancy will put this on the May agenda for a vote.

TBVF Staff Reports:

Beckie: She is working on getting fair vendor and food concessionaire contracts out for fair. The deposit structure will change a little from originally planned. It was going to be ½ of their booth space but with the COVID-19 situation we are going to make it an even \$100 due by June 1. That way, if we have to refund it due to cancellation, it won't be as much. There was some discussion about who was going to be in the carousel this year. Last year the food vendor that was supposed to be in there cancelled 2 days before the fair. Beckie has two people that have turned in application so it will be offered to the first person that applied.

Nancy: We are working on re-scheduling or canceling all events that were going to take place through May 15th. Right now, there is a ban on all large gathering through at least that date with another update coming at the beginning of May to see if it will be extended into June. For now, the Jackpot show is OK to move forward as scheduled. Kalia let us know that we do not need to pass a resolution to cancel or re-schedule events as we have no choice but to do so. Nancy will put together updates for our website and facebook page letting people know what is happening. Emily is working on the artwork for this year, as soon as we have that Nancy will do a press release for the new fair theme. The CDFA F & E and WFA website also provide daily updates on COVID-19 and the events/fairs that are having to cancel or reschedule because of the ban on large gatherings. Nancy spoke with the appointment secretary at the governor's office and she will be getting in touch with board members whose terms are expired to see if you would like to extend your term.

New Business:

Nancy will send the CEO evaluation out by email for the next meeting and if anyone needs a hard copy, they can come by the office to get one.

Since we do not have very many Jr. Fairboard application this year. Nancy will send the list of duties that they usually do during fair out to the 4-H and FFA leaders to see if we can work on filling some of the holes in that schedule.

We may need to have an emergency meeting prior to the May meeting to approve the AB1499 funding agreement from CDFA. We received the information too late to put it on this agenda.

Next Meeting: May 6, 2020 by conference call or zoom

Director Statements:

Director Struble: Asked if we can do the meeting by Zoom in May instead of just by conference call. Nancy will look into that and see if we can make it happen.

Director Misso: Thanked Beckie for getting the vendor contracts out to them

Director Schaad: Thanked all of the fair staff for all they are doing during this time of uncertainty.

Director Sutton: They are working on getting a sled for the truck pulls but if they aren't able to find a functioning one, we may have to go back to mud bogs or some other grandstand event this year.

Meeting adjourned at 7:20pm.

Respectfully submitted by

Nancy Sites, CEO