



10-A DISTRICT AGRICULTURAL ASSOCIATION

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Notice to Public: 4/24/17

10-A District Agricultural Association
Tulelake-Butte Valley Fair
Board of Directors Regular Monthly Meeting
to be held

Wednesday, May 3rd @ 6:00 p.m.

Tulelake Butte Valley Fairgrounds Office, 800 S. Main St, Tulelake, CA

BOARD OF DIRECTORS

Greg Herman, *President*
Tracey Struble, *Vice President*
Venancio Hernandez, Renee Misso,
Crystal Fine, Kathleen Luscombe

STAFF

Nancy Sites, CEO
Dave Kandra, Sr. Maintenance Supervisor

MISSION STATEMENT

The mission of the 10-A District Agricultural Association's Board of Directors is to be the hub of our rural, agricultural community showcasing the best of the people we serve and pursuing excellence as we provide for social, educational and historical needs.

PUBLIC PARTICIPATION

Members of the public are welcome and may place items on the agenda of any board meeting. The items must be directly related to fair (10-A) district business. Request for placement must be made in writing and delivered to the fair office no later than 4:00 p.m. twelve (12) business days prior to the board meeting. Items placed on the agenda by the public will be for information and discussion so that the board may be advised of the views of the community. While the board values the participation of the public, the board president reserves the right to limit the time for public comment to a maximum of five (5) minutes in order to proceed with the agenda of the day and/or to place the item on the agenda (as an action item) of a subsequent meeting. Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 10-A District Agricultural Association Board or Committee meetings, or in connection with other Tulelake-Butte Valley Fair activities, may request assistance at the Tulelake-Butte Valley Fair Office, 800 South Main St., or by calling 530.667.5312, during normal business hours of 9:00 a.m. to 4:00 p.m. Monday through Friday. Requests should be made one (1) week in advance whenever possible.

BOARD MEETING AGENDA

1. **CALL TO ORDER:** President Herman
All matters noticed on this agenda, in any category, may be considered for action. Any item not so noticed may not be considered. Items listed on this agenda may be considered in any order at the discretion of the President.
2. **ROLL CALL OF DIRECTORS:**
3. **INTRODUCTION OF GUESTS & STAFF PRESENT:**
4. **TOUR OF THE GROUNDS**
5. **CONSENT AGENDA:** ANY MEMBER OF THE PUBLIC, STAFF OR BOARD OF DIRECTORS MAY REQUEST THAT AN ITEM BE REMOVED FROM THE CONSENT AGENDA, DISCUSSED, AND ACTED UPON AS A SEPARATE ITEM. For convenience, all matters listed on the Consent Agenda may be considered and acted upon in one motion without any discussion unless a Director, a member of staff, or a member of the public requests individual treatment.
 - a) Approval of April 5th Regular Board Meeting Minutes
 - b) Approval of Bills paid through March 31st, 2017
 - c) Approval of Contracts
 - Commercial Vendor Contracts
 - Concession Vendor Contracts
 - Interim Rental Contracts
 - Standard Contracts

Approval of Refunds
-Tim Sharp – Birthday Party \$250

6. Approval of Current Financial Statement & Budget Status
 - a) Balance Sheet Previous Year Comparison as of March 31, 2017
 - b) Budget Comparison to Current Financials as of March 31, 2017
 - c) Profit & Loss Previous Year Comparison as of March 31, 2017
 - d) Trial Balance Report as of March 31, 2017
7. COMMUNITY RELATIONS/PUBLIC COMMENT:

Speakers are limited to five (5) minutes. This time is for items not on the current agenda. No debate by the Board shall be permitted on such public comment. No action will be taken on such comment at this time, as law requires formal public notice prior to any action on a docket item. Public comments on items listed elsewhere on the agenda will be heard as that item is being considered.
8. REPORTS AND INFORMATION:
 1. Correspondence:
 - CDFA F & E Memo
 2. Committee Reports
 - a) Finance
 - b) Entertainment – Grounds and Grandstand Entertainment
 - c) Future Vision
 - d) Livestock – Beef Weigh in May 6th
 - e) Fundraiser – April 22 event results & suggested changes for next one
 - f) Jr. Fair Board
 - g) Fair Court
 - h) Parade – Grand Marshal
 - i) Vendor
 3. CEO Report
 - Day at the Capital May 9th
 - QA Training May 10th
 - Alfalfa Field Options
 - Roof Resurfacing Quote
 - Board & CEO Training update from April 11
 - CDFA Allocation
 - Mini Horse Display
 - Office Assistant Update
9. OLD BUSINESS: Board of Director Consideration/Action on the following agenda items.
 - A. Updated Bylaws
10. NEW BUSINESS: Board of Director Consideration/Action on the following agenda items.
 - A. Approve 2016 STOP
 - B. Request to CDFA for 2017 allocation & travel reimbursement funding
 - C. Farmer & Rancher of the Year
 - D. Resolution Authorizing CEO to sign contracts up to \$1000
 - E. Lighting Upgrade Project
11. EXECUTIVE SESSION: Closed Meeting

Pursuant to the Division Government Code Section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:

 - a. Personnel Matters (GCS11126a)
 - CEO Yearly Evaluation
12. OPEN SESSION: Action from Closed Session
 - Discuss evaluation results with CEO
13. MATTERS OF INFORMATION:
 - a. Director Statements:
 - b. Manager Statements:
 - c. Next Proposed Board Meeting Date: Wednesday June 7, 2017
14. ADJOURNMENT

