



## **10-A DISTRICT AGRICULTURAL ASSOCIATION**

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Website [www.tbvfair.com](http://www.tbvfair.com)  
Notice to Public: 8/7/2017

10-A District Agricultural Association  
Tulelake-Butte Valley Fair  
Board of Directors Regular Monthly Meeting to be held  
Wednesday, October 4<sup>th</sup> @ 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  
Beckie Alvarez, Office Assistant  
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. **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 August 16<sup>th</sup> Regular Board Meeting Minutes
  - b) Approval of Bills paid through September 15, 2017
  - c) Approval of Contracts & Refunds
5. **Approval of Current Financial Statement & Budget Status**
  - a) Balance Sheet Previous Year Comparison as of September 15, 2017
  - b) Budget Comparison to Current Financials as of September 15, 2017
  - c) Profit & Loss Previous Year Comparison as of September 15, 2017
  - d) Trial Balance Report as of September 15, 2017

6. 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.*

7. REPORTS AND INFORMATION:

1. Correspondence

- Memorandum from State Fire Marshal on Billing Rate
- Memorandum from CDFA on Required Construction Inspections

2. Committee Reports

- a) Finance – Preparations for 2018 Budget
- b) Entertainment
- c) Future Vision – Need to set meeting date
- d) Livestock - Committee Meeting October 18<sup>th</sup>, 2017
- e) Fundraiser – November 18<sup>th</sup>, 2017
- f) Jr. Fair Board
- g) Fair Court – Update forms and potential dates for 2018
- h) Parade
- i) Vendor - Updated Commercial and Concession Vendor Packet
- j) Tulelake Butte Valley Fair Friends

3. CEO Report

- Grandstand events evaluation
- Lighting Project
- Roofing Project
- List of Winter Projects to be completed
- Computer Systems Project
- Board member ethics training
- CFSA & CDFA Managers Conference – November 7-9, 2018
- WFA Conference – January 3-6, 2018

8. OLD BUSINESS: Board of Director Consideration/Action on the following agenda items.

- a. Small Animal/Livestock Clinic Options for Fall and Spring

9. NEW BUSINESS: Board of Director Consideration/Action on the following agenda items.

- a. Independent Packet and Exhibitor Deadline – March 1, 2018
- b. Market Animal Exhibitor/Project Residency Requirements Review

10. MATTERS OF INFORMATION:

- a. Director Statements:
- b. Manager Statements:
- c. Next Proposed Board Meeting Date: Wednesday, November 1; December Meeting?

**Items to be added to the next meeting’s agenda:**

- i. . \_\_\_\_\_
- ii. . \_\_\_\_\_
- iii. . \_\_\_\_\_
- iv. . \_\_\_\_\_

11. ADJOURNMENT