



10-A DISTRICT AGRICULTURAL ASSOCIATION

P.O. BOX 866
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Website www.tbvfair.com
Notice to Public 1/28/19

10-A District Agricultural Association
Tulelake-Butte Valley Fair
Board of Directors Regular Monthly Meeting to be held
Wednesday, February 6, 2019 6:00pm
Tulelake Butte Valley Fairgrounds Office, 800 South Main St., Tulelake, CA 96134

BOARD OF DIRECTORS

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

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 & INTRODUCTION OF GUESTS & STAFF PRESENT

3. COMMUNITY RELATIONS/PUBLIC COMMENT: (5 minutes)

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.

4. CONSENT CALENDAR: (Action by Board)

ANY MEMBER OF THE PUBLIC, STAFF OR BOARD OF DIRECTORS MAY REQUEST THAT AN ITEM BE REMOVED FROM THE CONSENT CALENDAR DISCUSSED, AND ACTED UPON AS A SEPARATE ITEM. For convenience, all matters listed on the Consent

Calendar 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 request's individual treatment.

- a) Approval of January 9, 2019 Meeting Minutes
- b) Approval of Bills paid through January 31, 2019
- c) Approval of Contracts & Refunds through January 31, 2019
 - Refunds: TID – Retirement Party Deposit Refund - \$1000
 - Tulelake High School Dance Deposit Refund - \$250

Contracts: Interim Rental Agreements

- d) Approval of Finance Report
 - Budget Analysis
 - Balance Sheet Previous Year Comparison
 - Profit and Loss Previous Year Comparison
 - Trial Balance

5. Correspondence:

6. REPORTS AND INFORMATION:

- a) Committee Reports (Informational/Action by Board)
 - Livestock Committee
 - Special Events Committee (30 Minutes)
 - March 2, 2019 Casino Night
 - Financial Committee (15 minutes)
 - 2019 Budget
 - Jr. Fairboard & Fair Court Committee (10 minutes)
 - PR/Marketing Committee (10 Minutes)
 - Preparations for Community Forum

- b) CEO and Office Assistant Reports
 - WFA Conference Review
 - 2020 Internment Camp Event Date

7. OLD BUSINESS: Board of Director Consideration/Action by board on the following agenda items.
CDFA Quality Assurance Program
2019 Draft Budget Approval

8. NEW BUSINESS: Board of Director Consideration/Action on the following agenda items.
Parade Grand Marshal
Farmer and Rancher of the Year
2019 Fair Theme
By-Laws Review
Form 700 completion for Board Members and Employees

9. MATTERS OF INFORMATION:

- a. Director Statements: (10 Minutes)
- b. Manager Statements: (5 Minutes)
- c. Next Proposed Board Meeting Date: March 6, 2019 6pm
 - 1. Community Forum February 20th 6pm

Items to be added to the next meeting's agenda:

i. . _____

ii. . _____

ADJOURNMENT