



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

P.O. BOX 866  
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(530) 667-5312 • Fax (530) 667-3944  
Website [www.tbvfair.com](http://www.tbvfair.com)  
Notice to Public 9/16/19

10-A District Agricultural Association  
Tulelake-Butte Valley Fair  
Board of Directors Regular Monthly Meeting to be held  
Wednesday, September 25<sup>th</sup>, 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 Manager  
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 August 14<sup>th</sup>, 2019 Meeting Minutes
- b) Approval of Bills paid through August 1 – 31, 2019 & September 1 – 15, 2019
- c) Approval of Finance Report through August 1-31, 2019 & September 1-15, 2019
  - Budget Analysis
  - Balance Sheet Previous Year Comparison
  - Profit and Loss Previous Year Comparison

5. Correspondence:

- i. Email from fair patrons

6. REPORTS AND INFORMATION:

- a) Committee Reports (Informational/Action by Board)
  - Livestock Committee (10 minutes) – Review of fair, set meeting with rotary, set livestock meeting
  - Jr. Fairboard & Fair Court Committee (10 minutes) – Review of fair, 2020 Court & JFB
  - Volunteer Committee (10 minutes) – Review of fair activities
  - Entertainment Committee (10 minutes) – Review of fair activities
  - PR & Marketing Committee (10 Minutes) – Review of advertising activities
  - Fair Friends Report & Ruth King Memorial Award (10 minutes) – Jerry LeQuieu
  - Special Event Committee – Casino night planning (Fair Fundraiser) March 7<sup>th</sup>, 2020
- b) Employee Reports (30 min) - Fair Review 2019
- c) Calendar of Events (10 mins)
  - Beckie's Schedule, Dave's Schedule, Nancy Schedule
  - Fair Managers Conference November 5-7, 2019
  - Western Fairs Association Conference January 19-22, 2020
  - Sierra Cascade Move in & Interim Storage Calendar

7. OLD BUSINESS: Board of Director Consideration/Action by board on the following agenda items.

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

- A. Re-wire of the Jr. Beef Barn for more electricity
- B. Review of 2019 Fair Admission and Parking

9. MATTERS OF INFORMATION:

- a. Director Statements: (10 Minutes)
- b. Manager Statements: (5 Minutes)
- c. Next Proposed Board Meeting Date: October 23, 30 or November 13.

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

i. . \_\_\_\_\_

ii. . \_\_\_\_\_

ADJOURNMENT