

# Chapter 1 10-A DISTRICT AGRICULTURAL ASSOCIATION

## Chapter 2 BOARD MEETING NOTICE

The 10-A DAA Board of Directors will be holding a regular monthly fair Board meeting on  
May 6, 2020 at 6:00 p.m.

By Zoom & conference call in order to follow the state regulations for COVID-19, please find  
the Zoom and conference call instructions below:

Join Zoom Meeting

<https://zoom.us/j/93026933562?pwd=Y3MxQ3ZlNWZpV003cEZxc1F6ZFVlQT09>

Meeting ID: 930 2693 3562

Password: 129913

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US

+1 301 715 8592 US

Meeting ID: 930 2693 3562

Password: 129913

### BOARD OF DIRECTORS

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

### STAFF

Nancy Sites, CEO  
Beckie Alvarez, Office Manager  
Dave Kandra, Sr. Maintenance Supervisor

### 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.

All meeting notices, agendas and materials considered by the Board during the meeting will be available to the public during the meeting and also on the Board's website at  
[www.tbvfair.com](http://www.tbvfair.com)

## AMERICANS WITH DISABILITIES ACT

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.



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

P.O. BOX 866  
800 SOUTH MAIN STREET, TULELAKE, CA  
96134 (530) 667-5312 • Fax (530) 667-3944  
Website [www.tbvfair.com](http://www.tbvfair.com)

### Notice to Public

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

Wednesday, May 6, 2020 6:00pm

By Zoom and conference call:

### Join Zoom Meeting

<https://zoom.us/j/93026933562?pwd=Y3MxQ3ZlNWZpZV003cEZxc1F6ZFIVQT09>

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## **MISSION STATEMENT**

Our fairground provides a safe place for families to create lasting memories and new traditions.  
We preserve and showcase the rich history, heritage and innovations upon which our  
communities were built.

## **BOARD MEETING AGENDA**

1. CALL TO ORDER:  
President Schaad  
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. DECLARATION OF QUORUM

4. 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.*

5. 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.

1. Approval of April 1<sup>st</sup> and April 14<sup>th</sup> Meeting Minutes
2. Approval of Bills paid through March 28<sup>th</sup>-April 30<sup>th</sup>, 2020
  - a. Approval of Contracts
  - b. Approval of Cleaning Deposit Refunds
    - i. Alcala Quincenera Cancelled due to COVID - \$100
3. Approval of Finance Report through April 30<sup>th</sup>, 2020
  - i. Budget Analysis
  - ii. Balance Sheet Previous Year Comparison
  - iii. Profit and Loss Previous Year Comparison

6. Correspondence: CDFA Correspondences

7. REPORTS AND INFORMATION:

- a) Committee Reports – Board of Director Consideration/Action on the following items:
  - Livestock Committee (20 minutes) –
    - Consider cancelling or keeping the weighmaster license, see attached inspection report
    - Beef Department Report – New deadline May 15<sup>th</sup>
  - Volunteer Committee (10 minutes)
  - TBVF Fair Friends Report (10 minutes)
  - Special Event Committee – Income/Expense breakdown from Casino night
  - Fair Court and Jr. Fairboard Update
  - Entertainment Committee

b) Employee Reports (30 min)

1. Exhibitor Handbook Update
2. 2020 Fair Logo/artwork
3. 2020 Financial Projections
4. Vendor and Concessionaire Report

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

- A) Approval of funding from fair friends to replace roof on barrack

9. NEW BUSINESS: Board of Director Consideration/Action on the following agenda items.  
A) Approval of Carnival Contract – Paul Maurer Shows – Years 2020-2025

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
  - Discuss evaluation results with CEO

OPEN SESSION: Action from Closed Session

10. MATTERS OF INFORMATION:

- a. Director Statements: (10 Minutes)
- b. Manager Statements: (5 Minutes)
- c. Next Proposed Board Meeting Date: Wednesday, June 3<sup>rd</sup>, 2020

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

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

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

ADJOURNMENT