



23RD DISTRICT AGRICULTURAL ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

TIME & PLACE: A regular meeting of the Board of Directors of the 23RD District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10th Street, California, on Wednesday January 11, 2017.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS

PRESENT:

Kelly Mykrantz (President)
Craig Cannon (2nd Vice President)
Robert Hoffner
Kerry Dolphin
Steve Limrite
Joe Brengle, CEO/Fair Manager

ALSO

PRESENT:

Laurie Limrite, Heritage Foundation
Isabelle DeBerry
Darren DeBerry
Susan Cannon
Bill Puckett
Candy Hogan
Felicia Cursi

1. CALL TO ORDER

President Mykrantz called a meeting of the Board of Directors of the 23rd District at 7:00pm

2. PLEDGE OF ALLEGIANCE

President Mykrantz led The Pledge of Allegiance.

3. ROLL CALL/DIRECTORS ABSENT

President Mykrantz asked for a motion to excuse Director Cabral, and Director Mangini who were unable to attend. Director Cannon made a motion to excuse Director Cabral, and Director Mangini. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

4. INTRODUCTION OF GUESTS

No guests for introduction.

5. PUBLIC COMMENTS

No public comments.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. President Mykrantz asked if there were any additions or changes to the December 14, 2016 minutes. No changes noted. Director Hoffner made a motion to approve the minutes as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. President Mykrantz reviewed the interim events booked to date for 2017. Discussion followed. Director Dolphin made a motion to approve the Interim rental agreements. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. President Mykrantz asked if there were any questions or concerns regarding the Standard Agreements booked to date for 2017. No questions or concerns were noted. Director Dolphin made a motion to approve the Standard agreements. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
2. A/B/C The Budget/Finance Committee presented the Board with the previous 3 months financials. Discussion followed. Director Limrite made a motion to approve the August, September, and October financials as presented. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

D. Manager Brengle provided the Board with the current Aged Accounts Receivables and suggested that the Board approve a write off of these receivables as there was not back up documentation to support or collect on these debts. Discussion followed. Director Dolphon made a motion to write off the Aged Accounts Receivable. Director

Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

E. Manager Brengle presented the Board with the 2017 Budget. Discussion followed. Director Cannon made a motion to accept the 2017 Budget. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

3. A. The Livestock Committee discussed that there will be no live pick up for the 2017 Junior Livestock Auction, it will be a terminal sale. All animals sold/going thru the auction will be harvested. Discussion followed.
- B. An additional change to the Junior Livestock Auction will also be there will be no add-ons allowed through the sale. Discussion followed.
- C. Changes to the Livestock Exhibitor Handbook are in the works, discussion followed including clarification on Independent Exhibitors and uniform standards.
4. The Buildings and Grounds Committee reported on their walk thru of the grounds with Manager Brengle. Discussion followed regarding project ideas, improvements, and recent work done on the grounds.

C. CFSA WORKER COMPENSATION COVERAGE RESOLUTION

Director Hoffner made a motion to approve the CFSA Worker Compensation Coverage Resolution. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

7. HERITAGE FOUNDATION REPORT

Heritage Director Limrite gave her monthly report from the Heritage Foundation on behalf of the Heritage Foundation. Heritage Director Limrite announced that they had selected Bailey Newlin from Tassajara 4-H as the 2017 Heritage Foundation Scholarship winner. Heritage Director Limrite provided information on the upcoming dinner and again asked the Board to donate a dessert for their dessert auction as they did for the 2016 dinner. Discussion followed.

8. CEO REPORT

Manager Brengle advised the Board that he had met with Fresh Start Automotive and J.S. Campbell Management (Flea Market) and that he had attended his first 4-H Contra Costa County 4-H Council meeting.

Manager Brengle discussed improvements taking place for the Administration Office including new staff, updating the phone system, and the computer systems.

Manager Brengle reviewed the current maintenance projects which includes cleaning all rain gutters, repairing both forklifts, creek clean up, light pole repairs, and the deferred maintenance list. Discussion followed.

Manager Brengle provided updates for the 2017 Fair and provided an info sheet with important dates and information. Manager Brengle also reviewed the entertainment schedule and announced that School Tours would be returning and registration forms were in the process of being sent to all K-6 schools in Contra Costa County.

Manager Brengle reviewed the upcoming Interim Events through February 2017.

Manager Brengle provided information regarding the WFA Convention as well as a staff workday on January 28th that he welcomed the Board to be attend.

9. ELECTION OF 2017 OFFICERS

Director Hoffner again suggested that the officer positions remain the same due to all the changes the Fair was undergoing. Discussion followed and it was determined that the position of 2nd VP/Treasurer was not necessary. Director Dolphin made a motion to remove the Treasurer as an officer title. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

Director Hoffner made a motion that President Mykrantz would retain her position and Director Cannon would move into the position of Vice President. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

10. BOARD PRESIDENTS COMMENT

President Mykrantz stated that she would not be able to attend convention but would like a report at the next meeting from the Directors who do attend.

President Mykrantz also encouraged the Board to donate desserts to the Heritage Dinner as requested by Heritage Director Limrite.

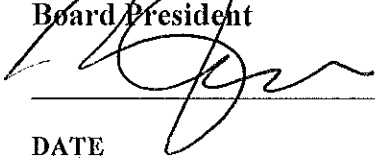
11. BOARD COMMENT

Director Dolphin advised the Board that her and volunteer Susan Cannon had met to head up the Junior Fair Board program. They suggested that the program begin after this years event in September 2017, be made available to Contra Costa County youth in 10th grade-19 years of age. Director Dolphin also stated that they wanted to include a scholarship opportunity as well as fundraising ideas.

12. ADJOURNMENT

There being no further business to come before the 23rd District Agricultural Association, the meeting was adjourned at 8:20 p.m.

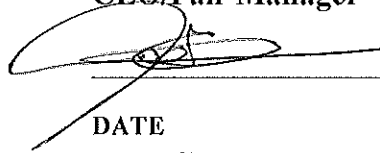
Kelly Mykrantz
Board President



DATE

8 Feb 2017

Joe Brengle
CEO/Fair Manager



DATE

2-8-17

VOTING GRID ATTACHED

Jenn Burror
Recorder