



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 July 12, 2017

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS

PRESENT:

Kelly Mykrantz (President)
Craig Cannon (1st Vice President)
Steve Limrite
Robert Hoffner
Kerry Dolphin
Joe Brengle, CEO/Fair Manager

ALSO

PRESENT:

Laurie Limrite, Heritage Foundation
Bill Puckett
Ken Kettwig

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 Director Cabral to be excused from the meeting. Director Cannon made a motion to approve Director Cabral's absence. Director

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

4. INTRODUCTION OF GUESTS

President Mykrantz introduced Kalia Mitchell from Fairs and Expositions.

5. PUBLIC COMMENTS

Kalia Mitchell from Fairs and Expositions spoke regarding procedures for having the Fair as an emergency center during community emergencies and provided direction to the Board on how to go through that process and who to contact at Fair and Expositions. Mrs. Mitchell also spoke to the Board regarding deferred maintenance projects.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. President Mykrantz asked if there were any additions or changes to the June 14, 2017 minutes. No questions or changes requested. Director Hoffner made a motion to approve the minutes as presented. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried
2. President Mykrantz asked if there were any questions or concerns regarding the Interim Rental Agreements presented by Manager Brengle. No questions or concerns addressed. Director Cannon made a motion to approve the Interim Rental Agreements as presented Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

B. COMMITTEE REPORTS

1. Executive Committee
 - a. The Executive Committee advised that they had met regarding pending litigation and had discussed the upcoming investigative audit that will be taking place later this month.
 - b. The Executive Committee discussed concerns regarding ownership of donated items in the museum as well as the refrigerator truck currently being stored and used in the Front Park as well as use of the Museum. Discussion followed with no resolution as to who has ownership of those items and what the Fair would use the Museum for going forward. The Board decided to table to topic until the August meeting so more research could be done. Director Dolphin made a motion to table the topic of the ownership of museum items as well as the refrigeration truck until the August 2017 meeting. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

2. Budget and Finance Committee
 - a. Director Dolphin and Director Hoffner presented the Board with the May Financials. Discussion followed. Director Dolphin made a motion to approve the financials as presented. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee
 - a. President Mykrantz advised that the Livestock Committee would meet to discuss community meeting dates and topics.
4. Buildings and Grounds
 - a. Director Hoffner and Director Cannon gave an update on the ongoing and completed projects and improvements going on at the Fair. Discussion followed.

7. HERITAGE FOUNDATION REPORT

Heritage Board Treasurer Laurie Limrite gave the monthly report from the Heritage Foundation as well as information on upcoming fundraising events. Discussion followed.

8. CEO REPORT

Manager Brengle provided the Board with his monthly report which included announcements regarding upcoming meetings and trainings available to the Fair as well as the Board. Manager Brengle also reported on various meeting and events he had attended over the last month, current maintenance projects, sponsorship opportunities, as well as upcoming and past interim events. Discussion followed.

9. BOARD PRESIDENT COMMENT

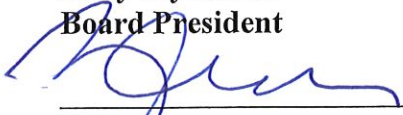
President Mykrantz stated that she felt the Board training provided by Dave Dillabo of Fairs and Expositions was extremely beneficial and that it brought the Board together in a format that allowed them to talk candidly about issues and concerns as well as get some much needed training and guidance.

10. BOARD COMMENT

Director Dolphin stated that she agreed with President Mykrantz and would like the Board to implement at their Strategic Planning some kind of on-boarding training system for new Board members to guide new Directors as they are appointed. Discussion followed.

There being no further business to come before the 23rd District Agricultural Association, the meeting was adjourned at 8:15 p.m.

Kelly Mykrantz
Board President



DATE

9 August 2017

Joe Brengle
CEO/Fair Manager



DATE

8-9-17

VOTING GRID ATTACHED

Jenn Burror
Recorder