



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 September 13, 2017

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:

Via phone: Kelly Mykrantz (President)
Craig Cannon (1st Vice President)
Robert Hoffner
Kerry Dolphin
Chad Cabral
Steve Limrite
Louis Mangini
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Laurie Limrite, Heritage Foundation
Felicia Cursi, Heritage Foundation
Devon Baldocchi
Jamie Sanchez
Scott Sanchez
Susan Cannon
Ken Kettwig

1. CALL TO ORDER

Vice President Cannon advised that he would be running the meeting as President Mykrantz was present via phone. Vice President Cannon called a meeting of the Board of Directors of the 23rd District at 7:01pm

2. PLEDGE OF ALLEGIANCE

Vice President Cannon led The Pledge of Allegiance.

3. ROLL CALL/DIRECTORS ABSENT

All members present.

4. INTRODUCTION OF GUESTS

Sarah Pelle from CDFA Fairs and Expositions introduced herself.

5. PUBLIC COMMENTS

No public comment.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. Vice President Cannon asked if there were any additions or changes to the August 9, 2017 minutes. Director Dolphin advised that there needed to be a correction to the consent calendar item showing that Director Limrite seconded that motion, he was not present at that meeting. Director Cabral made a motion to approve the minutes with corrections. Director Dolphin seconded the motion. Motion affirmatively voted upon by all members present. Motion carried
2. Vice President Cannon asked if there were any questions or concerns regarding the Interim Rental Agreements presented by Manager Brengle. No questions or concerns addressed. Director Limrite 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 and Manager Brengle discussed the 2015 & 2016 Audit Review. Manager Brengle advised that the Investigative Audit done by CDFA was not a full financial audit and a full financial audit was still needed in order to release the Fair's allocation for 2017. A full financial audit has been scheduled for the first week of October and the allocation was released. Discussion followed.
2. Budget and Finance Committee
 - a. Director Dolphin and Director Hoffner presented the Board with the July Financials. Discussion followed. Director Dolphin made a motion to approve the financials as presented. Director Cabral seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

3. Livestock Committee
 - a. Manager Brengle advised that the Livestock Committee would be hosting a Fair wrap meeting on Tuesday September 19, 2017 at 7pm in the Museum classroom.
4. Buildings and Grounds
 - a. Director Hoffner gave an update on the ongoing and completed projects and improvements going on at the Fair as well as the well issues that the Fair has experienced over the last 2 months. Discussion followed.
 - b. Manager Brengle asked the Board to consider further investigation into solar improvements. Discussion followed. Director Hoffner made a motion to proceed working on a proposal for solar/lighting for the Fair. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

7. HERITAGE FOUNDATION REPORT

Heritage Board President Felicia Cursi and Treasurer Laurie Limrite gave the monthly report from the Heritage Foundation including providing information regarding the 2018 Heritage Foundation Scholarship available to all Senior and Junior 4-H and FFA Fair Exhibitors. Discussion followed.

8. CEO REPORT

Manager Brengle provided the Board with his monthly report which included announcements regarding upcoming meetings, conventions, as well as trainings available to the Fair as well as the Board. Manager Brengle also provided the Board with the CDFA Employee Sharing memo and stated for the record that there were major flaws with coding in the body of the memo. 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. ADJOURN OPEN SESSION

10. CLOSED SESSION

11. RE-OPEN OPEN SESSION

Vice President Cannon advised that the Closed Session was discussion only and no action was taken.

12. BOARD PRESIDENT COMMENT

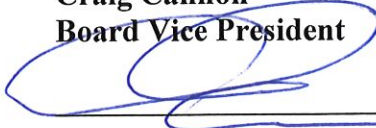
No comment from Board President.

13. BOARD COMMENT

No comment from the Board.

There being no further business to come before the 23rd District Agricultural Association, the meeting was adjourned at 7:54p.m.

Craig Cannon
Board Vice President



DATE

10-11-2017

Joe Brengle
CEO/Fair Manager



DATE

10-11-17

VOTING GRID ATTACHED

Jenn Burror
Recorder