



## 23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION

### BOARD OF DIRECTORS

### MEETING MINUTES

**TIME & PLACE:** A regular meeting of the Board of Directors of the 23<sup>RD</sup> District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10<sup>th</sup> Street, California, on Wednesday November 1, 2017

#### 23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS

**PRESENT:**

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

**ALSO**

**PRESENT:**

Susan Cannon  
Bill Puckett  
Laurie Limrite, Heritage Foundation  
Felicia Cursi, Heritage Foundation  
Darren DeBerry  
Isabel DeBerry

**I. CALL TO ORDER**

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

**II. PLEDGE OF ALLEGIANCE**

President Mykrantz led The Pledge of Allegiance.

**III. ROLL CALL/DIRECTORS ABSENT**

President Mykrantz asked if there was a motion to excuse Director Mangini from the meeting. Director Dolphin made a motion to excuse the absence. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

**IV. INTRODUCTION OF GUESTS**

No guests present.

**V. PUBLIC COMMENTS**

No public comment.

**VI. ACTION ITEMS**

**A. CONSENT CALENDAR**

1. President Mykrantz asked if there were any additions or changes to the October 11, 2017 minutes. Director Hoffner asked that the minutes be revised to give more detail on the discussion regarding the solar company contract. Approval of minutes tabled until next meeting so addition of discussion could be made.
2. President Mykrantz asked if there were any questions regarding the Interim Rental and Standard Agreements present. No questions or concerns. Director Cabral made a motion to approve the Interim Rental and Standard Agreements as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

**B. COMMITTEE REPORTS**

1. Executive Committee
  - a. The Executive Committee had nothing to report.
2. Budget and Finance Committee
  - a. Director Dolphin reviewed the present financials for August 2017 and September 2017. Financials were reviewed and discussion followed. Manager Brengle advised that the 2018 budget would be presented to the Board for review at the December meeting. Director Dolphin made a motion to approve all financials as presented. Director Cabral seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee
  - a. President Mykrantz discussed the meeting that the Livestock Committee had and discussed the status of the livestock show

schedules, premium book changes, bringing back the awards ceremony at Fair, and the status of judges. Discussion followed.

4. Buildings and Grounds Committee
  - a. Director Hoffner gave an update on the ongoing and completed projects and improvements going on at the Fair including the roof over the kitchen of Paradise Skate and the creek clean out.
  - b. Director Hoffner provided the Board copies of the Candle 3 Solar Company contract and went over specific areas of concern. The Board concurred that they were not opposed to the project but had concerns that need to be addressed prior to making any commitment. It was concluded that the current contract should be cancelled and that they needed to thoroughly review the contract and discuss their concerns. Manager Brengle was instructed to cancel the contract until further notice and instruction from the Board.
5. Policy and Procedures Committee
  - a. President Mykrantz and Director Dolphin along with Manager Brengle reviewed the audit responses prepared by the Fair. Discussion followed. Director Cannon made a motion to approve the audit response as presented. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
6. Sponsorship/Marketing & Facility Rebranding Committee
  - a. President Mykrantz and Director Dolphin discussed the marketing and sponsorship ideas they came up with at their meeting with Manager Brengle. The committee presented the Board with a list of potential new names for the facility as part of their rebranding project. Discussion followed regarding the names and ideas on how they would be marketed and how their logos may look. It was decided that the Board would all consider the presented list of potential names and possibly consider others and no vote would take place at this time. Further discussion tabled to the December meeting.

#### **VII. HERITAGE FOUNDATION REPORT**

Heritage President Felicia Cursi and Director Laurie Limrite presented the Board with information on the upcoming Annual Dinner and asked the Board to please donate a dessert for the dessert auction planned for the event.

#### **VIII. CEO REPORT**

Manager Brengle presented the Board with upcoming industry events and information as well the holiday hours for the Fair office and staff. Manager Brengle also discussed his monthly meetings, upcoming events, various maintenance projects, and 2018 Fair updates. Discussion followed.

#### **IX. ADJOURN OPEN SESSION**

**X. CLOSED SESSION**

**XI. RE-OPEN OPEN SESSION**

President Mykrantz advised that during the Closed Session the Board performed an annual review of Manager Brengle. After the review and discussion it was decided upon by the Board to give Manager Brengle would be given a 3% raise to his current salary an amount of \$228.73 per month, affective December 1<sup>st</sup>, 2017.

**XII. BOARD PRESIDENT COMMENT**

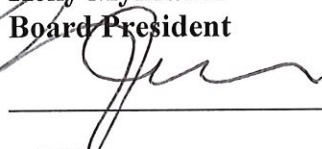
No comment from Board President.

**XIII. BOARD COMMENT**

No comment from the Board.

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association, the meeting was adjourned at 9:29 p.m.

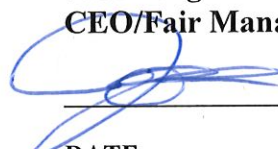
**Kelly Mykrantz**  
**Board President**



DATE

13 December 2017

**Joe Brengle**  
**CEO/Fair Manager**



DATE

12-13-17

**VOTING GRID ATTACHED**

Jenn Burror  
Recorder