



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 October 11, 2017

**23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:**

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:**

Susan Cannon
Bill Puckett
Christina Dingle
Scott Herrick

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

All members present.

4. INTRODUCTION OF GUESTS

Michele Dias, Christine Vana, and Jason Jones from CDFA.

5. PUBLIC COMMENTS

No public comment.

6. ADJOURN OPEN SESSION

President Mykrantz advised that they would be changing the order of the agenda to accommodate CDFA and would be going into Closed Session.

7. CLOSED SESSION

8. RE-OPEN OPEN SESSION

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

9. ACTION ITEMS

A. CONSENT CALENDAR

1. President Mykrantz asked if there were any additions or changes to the September 13, 2017 minutes. President Mykrantz stated that she would be abstaining from the vote as she was present by phone for that meeting. Director Limrite made a motion to approve the minutes. Director Hoffner seconded the motion. President Mykrantz abstained from the vote. Motion affirmatively voted upon by all other members present. Motion carried
2. No new Interim Rental Agreements to present.

B. COMMITTEE REPORTS

1. Executive Committee
 - a. The Executive Committee and Manager Brengle discussed the Strategic Planning Session and it was discussed to remove Heritage Foundation Board members from the Policies and Procedures Committee. President Mykrantz asked for a motion to approve the Strategic Plan with suggested revisions. Director Limrite made a motion to approve the Strategic Plan with revisions. Director Cabral seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. Budget and Finance Committee
 - a. Manager Brengle asked to have August Financials tabled as the Finance Committee was unable to meet and discuss.

- b. Manager Brengle advised that the 2015 Financial Audit and 2016 Financial Review were still in process and that the auditor was waiting for the finalized investigative audit performed by CDFA to complete their audit.
3. Livestock Committee
 - a. President Mykrantz discussed the Fair Livestock Wrap Up meeting and reviewed the discussions. President Mykrantz stated that the meeting was a success and that it seemed that everyone felt the Fair was now moving in the right direction. Manger Brengle requested that the Livestock Committee meet soon to go over changes to the Exhibitor Handbook and show schedules for the 2018 Fair.
 4. Buildings and Grounds
 - 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. Manager Brengle continued discussions with the Board regarding solar and lighting upgrades on the grounds as well as contract details. Manager Brengle advised the Board that he had signed a contract. The Board had concern, and asked that Manager Brengle hold the contractor from moving forward at this time, until the Board could review and discuss the contract.

10. HERITAGE FOUNDATION REPORT

No Heritage Board members were in attendance. Manager Brengle presented on their behalf stating that the Heritage Foundation donated over \$15,000.00 towards the well repairs. Manager Brengle provided information regarding the annual scholarship as well as their annual dinner and asked that all Board Members donate a dessert to their dessert auction.

11. CEO REPORT

Manager Brengle requested that the November Board meeting be rescheduled as the regularly scheduled meeting would conflict with the WFA Managers Conference he would be attending. Discussion followed. Meeting date will be Wednesday, November 1, 2018.

Manager Brengle reviewed 2018 Fair themes ideas as well as reviewed his monthly meetings, upcoming events, various maintenance projects, and staffing updates. Discussion followed.

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 8:55 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