



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 June 13, 2018.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:

Robert Hoffner, President
Kerry Dolphin, Vice President
Kelly Mykrantz
Craig Cannon
Robert Sherwood
John Pence
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Jeff Cesca, Sacramento CDFA
Susan Cannon, Martinez
Darren DeBerry, Antioch
Isabel DeBerry, Antioch
Bill Puckett, Pittsburg

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

President Hoffner led The Pledge of Allegiance.

3. ROLL CALL/DIRECTORS ABSENT

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

4. INTRODUCTION OF GUESTS

President Hoffner introduced Jeff Cesca from Fairs and Exposition.

5. PUBLIC COMMENTS

Isabelle DeBerry, the RV Park Camp Host, addressed several concerns regarding fair time RV parking, utility outages affecting the RV park, Flea Market clean ups, as well as the need for wifi, lighting, and security cameras at and around the RV park.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. President Hoffner asked for a motion to approve the May 9th meeting minutes as presented. Director Mykrantz made a motion to approve the minutes as presented. Director Cabral seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. President Hoffner asked for a motion to approve the interim rental agreements as presented. Director Cabral made a motion to approve the interim rental agreements as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. No standard agreements to review or approve.

B. COMMITTEE REPORTS

1. Executive Committee had nothing to report but Manger Brengle suggested that the Board schedule a follow up meeting to the Strategic Planning Session to follow up on the goals and objectives of the original session and to integrate the new Board members into the plans. Discussion followed.
2. Finance Committee
 - a. Vice President Dolphin and Director Mykrantz reviewed financial reports for the Budget/Finance Committee. Discussion followed. President Hoffner asked for a motion to approve the April financials as presented. Director Pence made a motion to approve the April

Financials as presented. Director Sherwood seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

- b. Manager Brengle advised that the Budget & Finance Committee met with the current Carnival promoter, Midway of Fun, to discuss an extension of the current contract with revisions to the annual payout. Discussion followed. President Hoffner asked for a motion to approve a new contract with the current carnival promoter. Director Cabral made a motion to execute a new contract with Midway of Fun. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
 - c. Manager Brengle presented the Board with the 2018 Allocation Resolution. Discussion followed. President Hoffner asked for a motion to approve the 2018 Allocation Resolution. Director Mykrantz made a motion to approve the resolution. Director Cabral seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
 - d. Manager Brengle presented the Board with the final draft of the 2015 & 2016 Financial Review which concurred with the same findings from CDFA Audit Department.
3. Livestock Committee met and discussed the 2018 Fair and starting discussing ideas and improvements for the 2019 Fair. Manager Brengle advised that there would be a Fair wrap up meeting open to all 4H, FFA, and Independent exhibitors in September. Discussion followed.
 4. Buildings and Grounds Committee had not met and had nothing to report.
 5. Media PR Committee discussed Fair marketing and all the media coverage the Fair received.
 6. Sponsorship/Marketing & Facility Rebranding Committee had nothing to report.
 7. Ag Day Committee had nothing to report but advised they would be meeting in late June.
 8. Facility Development Committee reported on the museum clean out progress and the auction process for the vehicles left in the museum. Discussion followed.
 9. Community Outreach Committee had nothing to report but will be meeting in June.

7. HERITAGE FOUNDATION REPORT

No members of the Heritage Foundation Board of Directors were present.
Nothing to report.

8. CEO REPORT

Manager Brengle provided the Board with a detailed Fair review, updates, meetings, maintenance projects, past/current/upcoming events. Discussion followed.

9. ADJOURN OPEN SESSION

10. CLOSED SESSION

11. RECONVENE OPEN SESSION

President Hoffner advised that the closed session was informational only and no action was taken by the Board.

12. BOARD PRESIDENT COMMENT

President Hoffner had no comment.

13. BOARD COMMENT

No comments from the Board

14. ADJOURNMENT

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:07 p.m.

Bob Hoffner
Board President



DATE

7-16-18

Joe Brengle
CEO/Fair Manager



DATE

7-11-18

VOTING GRID ATTACHED

Jenn Burror
Recorder