



## 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 March 13, 2019.

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

**PRESENT:**

Kerry Dolphin, Vice President  
Kelly Mykrantz  
Craig Cannon  
John Pence  
Chad Cabral  
Steve Limrite  
Bob Sherwood  
Joe Brengle, CEO/Fair Manager

**ALSO  
PRESENT:**

Susan Cannon, Martinez  
Kaitlin Foutz, Knightsen  
Kassie Stoffan, Oakley  
Laurie Limrite, Knightsen  
Theresa Sherwood, Oakley  
Scott Sherwood, Oakley  
Angela Emmons, Oakley  
Summer Boyce, Brentwood  
Isabel DeBerry, Antioch

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Vice President Dolphin led The Pledge of Allegiance.

**3. ROLL CALL/DIRECTORS ABSENT**

Vice President Dolphin asked for a motion to excuse President Hoffner due to a family emergency. Director Pence made a motion to excuse the absence. Director Limrite seconded the motion.

**4. INTRODUCTION OF GUESTS**

No guests.

**5. PUBLIC COMMENTS**

Kaitlin Foutz, a Knightsen 4H Community Leader, asked for direction on who leaders should refer issues to during Fair for things such as barn rules or dress code violations. Manager Brengle advised that all issued that cannot be resolved by community leaders should be brought to the Livestock Superintendent, Tiffany Carter or the Barn Manager, Bob Hoffner.

**6. ACTION ITEMS**

**A. CONSENT CALENDAR**

1. Vice President Dolphin asked for a motion to approve the minutes of the February 2019 meeting. Director Cannon made a motion to approve the minutes as presented. Director Sherwood seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. Vice President Dolphin asked for a motion to approve the Interim Rental Agreements. Director Cabral made a motion to approve the Interim Rentals as presented. Director Mykrantz seconded the motion. Motion affirmatively voted upon by all members present. Motion approved.
3. Vice President Dolphin asked for a motion to approve the Strategic Threat Mangement interim security contract. Director Mykrantz made a motion to approve the contract as presented. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
4. Vice President Dolphin asked for a motion to approve the LB Production Company contract. Director Cabral made a motion to approve the contract as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
5. Vice President Dolphin asked for a motion to approve the Standard Agreement. Director Sherwood made a motion to approve the Standard Agreements as presented. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

## **B. COMMITTEE REPORTS**

1. The Executive Committee met and Director Mykrantz discussed dissolving the pre-Fair Directors reception and moving the Directors Award ceremony to the opening of the Junior Livestock Auction as the award recipients are Agricultural and Livestock related. Director Mykrantz also advised that they were considering bringing back the Opening Day ribbon cutting ceremony.
2. The Budget and Finance Committee reviewed the January 2019 financials. Director Cabral made a motion to approve the financials as presented. Director Sherwood seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee had nothing to report but will meet in the next 2 weeks to discuss Director assignments for Fair and potential work days.
4. Building and Grounds Committee met. Director Limrite referred to discussion to Manager Brengle to review the 2019 Project List, the Deferred Maintenance List, and the Speedway Project List. Discussion followed.
5. Sponsorship/Marketing & Facility Rebranding Committee met and discussed potential sponsorships. Manager Brengle asked the Board to refer any potential sponsors to him by the end of March so they could be included in our marketing campaign.
6. AG Day Committee had nothing to report.
7. Facility Development Committee had nothing to report.
8. Community Outreach Committee had nothing to report.
9. PR/Media Committee advised that they met and provided the Board with their advertising plan for the 2019 Fair.

## **C. POLICY AND PROCEDURE MANUAL**

Manager Brengle presented the Board with the revised version of the Policy and Procedure Manual and asked for any questions, corrections, or concerns. Discussion followed, no changes requested. Director Mykrantz made a motion to approve the Policy & Procedure Manual as presented. Director Limrite seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

## **7. HERITAGE FOUNDATION REPORT**

Heritage Director Laurie Limrite reported on the improvements they were working to make to the Heritage Grove. Director Limrite also advised that they were working with Joe to purchase items such as a new lawn mower and maintenance truck.

## **8. CEO REPORT**

Manager Brengle provided the Board with updates, meetings, maintenance projects, and past/current/upcoming events. Discussion followed.

## **9. BOARD PRESIDENT COMMENT**

Vice President Dolphin had no comment or anything to report.

## 10. BOARD COMMENTS

Director Sherwood stated that he had an issue he wanted to address regarding an incident he needed to tell the Board about. Director Sherwood then read a prepared letter. Director Sherwood informed the Board of an incident that occurred during the Heritage Foundation Dinner where he was approached by a woman he did not know and was accused of violating Roberts Rules of Order at the January 2019 meeting which he attended via teleconference. Director Sherwood stated that he later confronted the woman who introduced herself as Jan Brown, the mother of Director Mykrantz. Director Sherwood stated that since her mother was not in attendance at the meeting in question or the following meeting, it was obvious she had been given the information by Director Mykrantz. Director Sherwood stated that it was Director Mykrantz who had the issue and made the accusation but that she chose to have her mother address in public at a Fair event. Director Sherwood stated that Director Mykrantz had the opportunity at both the January and February meeting to address any issues or concerns she may have had with the January board meeting. The accusation was made in front of his family, employees, and potential sponsors he had invited to attend the event. Director Sherwood said that he believed he was confronted with the intention of him being discredited and accused of wrong doing in public as the incident was witnessed by many people who had begun discussing and inquiring about the confrontation at the event. Director Sherwood discussed his concerns with fellow board members seeking to discredit others on the board and that Board issues should be discussed at Board meetings where business is done and issues are resolved, not done or discussed with the public. Director Sherwood stated that Director Mykrantz by her own admission has stated that she doesn't understand the Financials presented monthly as well as her behavior regarding the incident, makes her unfit to sit on the Board. Director Sherwood stated that if Director Mykrantz remains on the Board, it legitimizes the behavior of Director Mykrantz and it endorses the accusations made by Jan Brown. Director Sherwood made a motion that Director Mykrantz be censured by the Board.

Following Director Sherwood statements, Director Mykrantz stated that she had the right to speak before a motion be made. Director Mykrantz stated that she had spoken to her mother the evening of the incident and knew that it had occurred but stated she was not responsible for her mother's actions. Director Mykrantz then stated that all directors discuss Board issues with their families and pointed to Director Limrite, singling out him and his whole family as doing just that. Director Sherwood asked why if she had an issue with the January meeting had she not addressed it at the February meeting instead of having her mother address it for her as Board meetings are where the Board discusses business and issues, not with the public outside of the Board room. Director Mykrantz then pointed to the daughters of the Director Limrite, Kaitlin Foutz and Kassie Stoffan who were in the audience and told them to knock it off and to stop making faces. Seated, Kaitlin Foutz stated that her family comes to the

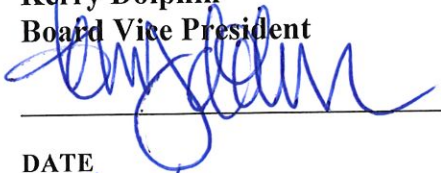
meetings as representatives of the Heritage Foundation and as representatives of Knightsen 4-H, she stated that they come to the meetings during Fair season to get information on livestock for their club. Director Mykrantz stated that she wasn't calling them out and Kaitlin then stated that she had and that she had done it publicly. Director Mykrantz became upset, stood up, stated that she was done and wished the Board luck because they now had one less director. Director Sherwood asked Director Mykrantz if she was leaving the meeting and she said she was just attacked, Director Sherwood then stated she was not being attacked because board meetings are where board business and issues are discussed and resolved. As Director Mykrantz headed for the door, she turned and pointed to Manager Brengle and stated that she could not believe that he was condoning this and allowing this to happen. Manager Brengle stated that this was a Board issue and he has nothing to do with this issue. Director Mykrantz then left the meeting.

Discussion followed by the Board that a motion could not be made at this time as it was not listed on the agenda and would need to be put on the April 2019 meeting agenda as a discussion item. No action was taken. Director Sherwood's letter is attached to the minutes. Discussion also took place regarding accepting Director Mykrantz's resignation as she stated that she was done and that the Board now had one less member. No action was taken.


Vice President Dolphin asked if there were any additional board comments, no additional comments were made by the Board.

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association the meeting was adjourned at 8:08 p.m.

**Kerry Dolphin**  
Board Vice President

  
\_\_\_\_\_  
DATE  
6/12/19  
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**Joe Brengle**  
CEO/Fair Manager

  
\_\_\_\_\_  
DATE  
6-12-19  
\_\_\_\_\_

**VOTING GRID ATTACHED**

Jenn Burror  
Recorder