



## 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 May 8, 2019.

23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS  
**PRESENT:**

Bob Hoffner, President  
Kerry Dolphin, Vice President by phone  
Craig Cannon  
John Pence  
Chad Cabral  
Bob Sherwood, by phone  
Joe Brengle, CEO/Fair Manager

**ALSO  
PRESENT:**

Susan Cannon, Martinez  
Kaitlin Foutz, Knightsen  
Kassie Stoffan, Oakley  
Laurie Limrite, Knightsen  
Pat Hoffner, Brentwood  
Devon Baldocchi, Knightsen  
Terresa Goodman, Oakley  
Angela Emmons, Oakley  
Michelle Parenti, Brentwood

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

President Hoffner led The Pledge of Allegiance.

**3. ROLL CALL/DIRECTORS ABSENT**

President Dolphin asked for a motion to excuse Director Limrite and Director Mykrantz due to work schedules. Director Pence made a motion to excuse the absence. Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

**4. INTRODUCTION OF GUESTS**

President Hoffner welcomed Jeff Seska from CDFA to the meeting.

**5. PUBLIC COMMENTS**

No public comment.

**6. ACTION ITEMS**

**A. CONSENT CALENDAR**

1. President Hoffner suggested that the minutes presented be tabled to the June meeting as Director Limrite, who had asked for specific changes to the March minutes was not present. All directors agreed to table minutes.
2. No interim rental agreements presented for approval.
3. No standard rental agreements presented for approval.
4. No judging agreements presented for approval.
5. Manager Brengle presented the Board with a Grounds Lighting Proposal for review. No action taken.

**B. COMMITTEE REPORTS**

1. The Executive Committee had nothing to report
2. The Budget and Finance Committee was unable to meet to review March 2019 Financials. President Hoffner tabled financials for review and approval to June meeting. Manger presented the Board with the Yearly Allocation for review and approval. Director Cabral made a motion to approve the allocation. Director Pence seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee discussed the Board of Directors Volunteer schedule for Fair.
4. Building and Grounds Committee met. Manager Brengle review the ongoing grounds and speedway projects that were discussed and reviewed.
5. Sponsorship/Marketing & Facility Rebranding Committee had nothing to report.
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 all Fair marketing campaigns had already launched or would be launching by the end of the week.

**7. HERITAGE FOUNDATION REPORT**

Heritage Director Laurie Limrite reported on the improvements they were working to make to the Heritage Grove and thanked all the volunteers who had worked and/or donated goods to the projects. Director Limrite also reviewed the nightly dinner menu for the week of Fair in the Heritage Grove.

**8. CEO REPORT**

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

**9. BOARD PRESIDENT COMMENT**

President Hoffner stated that things were on track for Fair next week and asked the Board to stay focused on the Fair and making it successful.

**10. BOARD COMMENTS**

No Board comment.

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association the meeting was adjourned at 7:23 p.m.

**Bob Hoffner**  
Board President

  
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DATE

6-12-2019

**Joe Brengle**  
CEO/Fair Manager

  
\_\_\_\_\_

DATE

6-12-19

**VOTING GRID ATTACHED**

Jenn Burror  
Recorder