



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 April 8, 2020.

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

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

**ALSO
PRESENT:**

Sarah Pell via Teleconference

1. CALL TO ORDER

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

2. ROLL CALL/DIRECTORS ABSENT

All Directors present.

3. INTRODUCTION OF GUESTS

No guests.

4. PUBLIC COMMENTS

No public comment.

5. ACTION ITEMS

A. CONSENT CALENDAR

1. President Cabral asked for a motion to approve the March 1, 2020 and March 18, 2020 minutes as presented. Director Hoffner requested that a correction be made to the March 11th minutes regarding him making a motion to approve the 2020 Revenue Protection policy. Vice President Sherwood made a motion to approve the March 11th minutes with corrections and March 18th minutes as presented. Director Dolphin seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
 - A. Budget and Finance Committee reported on the February 2020 financials. Discussion followed. President Cabral asked for a motion to approve the financials. Director Dolphin made a motion to approve the financials as presented. Director Sherwood seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
 - B. Manager Brengle presented the Board with information regarding the F & E Loan Agreement. Discussion followed. Director Dolphin made a motion to approve Loan number 2019-02-A1 (amendment to operational loan). Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
2. Livestock Committee had nothing to report.
3. Building and Grounds Committee did not meet. Manager Brengle gave an update on current projects.
4. Sponsorship/Marketing/Community Outreach Committee had nothing to report.
5. PR/Media Committee had nothing to report.

C. POLICY AND PROCEDURE MANUAL

1. Manager Brengle presented the Board with the Yearly review and update for the Policy and Procedure manual which included a new discrimination and harassment prevention policy. Discussion followed. Vice President Sherwood made a motion to approve the Policy and Procedure Manual. Director Dolphin seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

6. HERITAGE FOUNDATION REPORT

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

7. CEO REPORT

Manager Brengle provided the Board with updates, meetings, maintenance projects, and fair cancellation information. Discussion followed.

8. BOARD PRESIDENTS COMMENT

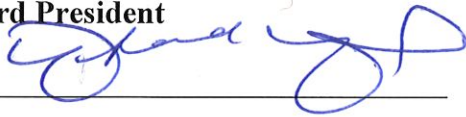
President Cabral had no comment.

9. BOARD COMMENT

No board comment.

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 7:37 p.m.

Chad Cabral
Board President



DATE

5/6/2020

Joe Brengle
CEO/Fair Manager



DATE

5-6-2020

VOTING GRID ATTACHED

Jenn Morales
Recorder