



## 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 December 9, 2020.

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

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

**ALSO  
PRESENT:**

Mike Francesconi via Teleconference

#### **1. CALL TO ORDER**

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

#### **2. ROLL CALL/DIRECTORS ABSENT**

All directors present.

#### **3. INTRODUCTION OF GUESTS**

President Cabral introduced Mike Francesconi from Fairs and Expositions.

#### **4. PUBLIC COMMENTS**

No public comment.

## **5. ACTION ITEMS**

### **A. CONSENT CALENDAR**

1. President Cabral asked for a motion to approve the Nov 11, 2020 minutes as presented. Director Dolphin made a motion to approve the Minutes from the Nov 11 as presented, Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

### **B. COMMITTEE REPORTS**

1. The Executive Committee had nothing to report.
2. Budget and Finance Committee
  - a. Oct 2020 Financials - The Budget and Finance Committee reported on the Oct 2020 financials. CEO Brengle went over the financials and additional reports. 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. Fiscal Year 2020/2021 Funding for Fair - CEO Brengle updated the Board with information regarding the 2020/2021 Funding for Fairs.
  - c. 2021 Budget Monthly Review – CEO Brengle stated that the Board had request that the Budget come back every month for any updates and changes, CEO Brengle stated that at this time there were no updates or changes to the 2021 budget.
3. Livestock Committee
  - a. Plans and Discussion for the 2021 Livestock Show – The Livestock Committee Report was combined with Action Item C.
4. Building and Grounds Committee had nothing to report.
  - a. Food Truck Commissary Proposal Review and Approval – CEO Brengle updated the Board stating that the changes to the Contract were currently with Department of General Services, and that Board would see a Final Draft for approval.
5. Sponsorship/Marketing/Community Outreach Committee had nothing to report.
6. PR/Media Committee had nothing to report.

### **C. 2021 CONTRA COSTA COUNTY FAIR**

1. 2021 Fair Planning and Discussion – CEO Brengle presented the current situation regarding COVID, and the restriction on public gatherings. After some discussion it was moved by Director Dolphin, seconded by Director Hoffner to cancel the 2021 Fair due to the current unforeseen future of COVID. CEO Brengle stated he would work with President Cabral and put out a Press Release the following day.

### **D. CEO DELEGATION OF PURCHASE AUTHORITY RESOLUTION**

This item was tabled until the January 13, 2021 Board Meeting

**E. CFSA WORKERS COMPENSATION RESOLUTION**

This item was tabled until the January 13, 2021 Board Meeting

**6. HERITAGE FOUNDATION REPORT**

Heritage President Scott Sherwood, updated the Board on the Heritages Fundraiser scheduled for February 20, 2021, more information to come.

**7. CEO REPORT**

Manager Brengle provided the Board with updates, meetings, maintenance projects.

**8. BOARD PRESIDENTS COMMENT**

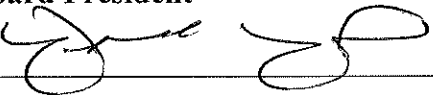
1. 2021 Board Elections – After some discussion it was moved by Director Hoffner to keep the current Board Officer for 2021, the motion was seconded by Director Sherwood. Motion affirmatively voted upon by all members present. Motion carried.

**9. BOARD COMMENT**

No Board Comment

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association the meeting was adjourned at 7:30 p.m.

**Chad Cabral**  
**Board President**

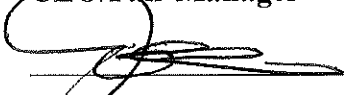


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DATE

1/13/21

**Joe Brengle**  
**CEO/Fair Manager**



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DATE

1-13-21

**VOTING GRID ATTACHED**

## VOTE TO APPROVE MINUTES of Nov 11, 2020

<b>DIRECTOR</b>	<b>Yes Vote</b>	<b>No Vote</b>	<b>Abstain</b>
<b>Cannon</b>	<b>X</b>		
<b>Sherwood</b>	<b>X</b>		
<b>Hoffner</b>	<b>X</b>		
<b>Dolphin</b>	<b>X</b>		
<b>Cabral</b>	<b>X</b>		
<b>Pence</b>	<b>X</b>		
<b>Vacant Seat</b>			
<b>Vacant Seat</b>			
<b>Vacant Seat</b>			

## VOTE TO APPROVE OCTOBER FINANCIALS

<b>DIRECTOR</b>	<b>Yes Vote</b>	<b>No Vote</b>	<b>Abstain</b>
<b>Cannon</b>	<b>X</b>		
<b>Sherwood</b>	<b>X</b>		
<b>Hoffner</b>	<b>X</b>		
<b>Dolphin</b>	<b>X</b>		
<b>Cabral</b>	<b>X</b>		
<b>Pence</b>	<b>X</b>		
<b>Vacant Seat</b>			
<b>Vacant Seat</b>			
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## VOTE TO APPROVE CANCELATION OF 2021 FAIR

<b>DIRECTOR</b>	<b>Yes Vote</b>	<b>No Vote</b>	<b>Abstain</b>
<b>Cannon</b>	<b>X</b>		
<b>Sherwood</b>	<b>X</b>		
<b>Hoffner</b>	<b>X</b>		
<b>Dolphin</b>	<b>X</b>		
<b>Cabral</b>	<b>X</b>		
<b>Pence</b>	<b>X</b>		
<b>Vacant Seat</b>			
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