



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 January 13, 2021.

23RD 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:**

Kalia Mitchell, 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

President Cabral introduced Kalia Mitchell 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 Dec 9, 2020 minutes as presented. Director Hoffner noted that there was Director Pence had been left off Board Members present. Director Sherwood made a motion to approve the Minutes from the December 9 with correction, 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.
2. Budget and Finance Committee
 - a. Nov 2020 Financials - The Budget and Finance Committee reported on the Nov 2020 financials. CEO Brengle went over the financials and additional reports. President Cabral asked for a motion to approve the financials. Director Cannon 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 had nothing to report
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. CEO DELEGATION OF PURCHASE AUTHORITY RESOLUTION

Director Hoffner stated that he felt that due to the current financial situation, that the delegation of authority, show be lowered, and the Board or at least the Building and Grounds Committee should be notified of repairs need and or completed, and the cost of said repairs. There was discussion that followed. Director Dolphin made a motion to approve the Delegation of Authority as presented, Director Sherwood seconded the motion, all board members were in favor of the motion with the exception of director Hoffer who voted no.

E. CFSA WORKERS COMPENSATION RESOLUTION

CEO Brengle presented the annual Workers Compensation Resolution, stating that this covered the Board and any volunteers. Director Sherwood made a motion to approve the Workers Compensation Resolution as presented, Director Cannon seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

6. HERITAGE FOUNDATION REPORT

No Report

7. CEO REPORT

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

8. BOARD PRESIDENTS COMMENT

No Report

9. BOARD COMMENT

No Board Comment

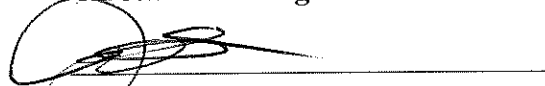
There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 7:30 p.m.

Chad Cabral
Board President



DATE

Joe Brengle
CEO/Fair Manager



DATE

2-10-2021

VOTING GRID ATTACHED