



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 March 10, 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
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Sarah Pelle, 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

Director Pence was absent, there was no motion made to accept Director Pence's absents.

3. INTRODUCTION OF GUESTS

President Cabral introduced Sarah Pelle 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 Feb 10, 2021 Minutes as presented. Director Sherwood asked the minutes be revised and more detail added regarding the Heritage Foundation Report and Director Hoffner's comments. Feb 10, 2021 Minutes will be revised and tabled for approval until April Board Meeting.
2. President Cabral asked for a motion to approve Interim Contracts, motion made by Director Hoffner, seconded by Director Sherwood to approve the Interim Contracts as presented. 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. January 2021 Financials - The Budget and Finance Committee reported on the January 2021 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 Plan B would be the budget used.
 - d. 2021/2022 Governors Proposed Budget – CEO Brengle updated the Board on funding the Governor has proposed in his Draft Budget for Fairs. Brengle stated that this could change and we would see more when the Governors May Revise Budget came out.
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 stated that we are waiting on the contractor.
 - b. ACAII Proposal Review and Approval - CEO Brengle presented a proposal from Antioch Charter Academy to add 3 portable classrooms to their existing 9 portable classrooms already on the grounds. CEO Brengle stated that the current contract allows for additional classroom to be added upon management approval at the same rental rate. CEO Brengle also stated that the current contract is up June 30, 2022, at which time the contract would be renegotiated. Director Hoffner brought up concerns regarding the current rental rate, as well as the use of common area, of the facility, Hoffner felt we were not getting enough for the rent and reimbursement for the utilities that we should, and he felt we should do a separate contract for the additional 3 classrooms. There was much

discussion regarding the subject. Director Hoffner made a motion to approve the 3 additional classrooms but at a new rental rate, and a separate contract be done for the 3 additional classrooms, Director Cannon seconded the motion. President Cabral called for a roll call vote, Director Cannon, Hoffner, and Sherwood voted yes, Director Dolphin voted no. CEO Brengle stated that 5 yes votes were needed to approve the motion, Sarah Pelle from Fairs & Expositions stated the it only need 3 yes votes, as there were only 5 Board Member's in attendance. CEO Brengle stated that based on his understand on Bagley-Keene Open Meeting Act, and the recent training provided by CDFA Legal, that 5 yes votes were need as it was a majority of the 9 member Board. After some discussion Sarah Pelle was asked to check with CDFA Legal to make a ruling. Before the meeting was over Sarah Pelle reported that she had received a ruling for CDFA Legal, and that as long as there were five Board Members present to make a quorum it only required three yes votes to approve. Motion passed.

5. Sponsorship/Marketing/Community Outreach Committee had nothing to report.
6. PR/Media Committee had nothing to report.

C. AUCTION BARN NAMING

1. Review and discussion of naming the Auction Barn after Joe Gates
– After some discussion it was moved by director Sherwood, seconded by Director Hoffner to name the Auction Barn after Joe Gates for his long time service as the fairs livestock auctioneer. President Cabral called for a roll call vote, Director Cannon, Hoffner, and Sherwood voted yes, Director Dolphin voted no. Motion passed. CEO Brengle stated that this needed to be approved by the family. Board President Cabral stated he would make contact with the family. Naming would take pace during the 2022 Fair Livestock Auction.

6. HERITAGE FOUNDATION REPORT

Heritage Foundation President Scott Sherwood updated the Board on the Foundations fundraiser that was held Feb 20th, stated they we still finalizing numbers, but felt the event was a success. Scott also updated the Board on the upcoming Youth Livestock Show to be held May 9 – 16.

7. CEO REPORT

Manager Brengle provided the Board with updates, meetings, maintenance projects. Brengle also updated the Board on Shuttered Venue Operators Grant.

8. BOARD PRESIDENTS COMMENT

No Report

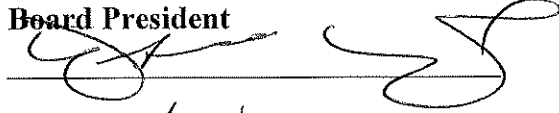
9. BOARD COMMENT

No Board Comment

23rd District Agricultural Association
Board of Director's Meeting
March 10, 2021


There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 7:35 p.m.

Chad Cabral
Board President



DATE 5/12/21

Joe Brengle
CEO/Fair Manager


DATE 5-12-21

VOTING GRID ATTACHED

VOTE TO APPROVE INTERIM CONTRACTS

DIRECTOR	Yes Vote	No Vote	Abstain
Cannon	X		
Sherwood	X		
Hoffner	X		
Dolphin	X		
Cabral	X		
Pence	Absent		
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE JANUARY FINANCIALS

DIRECTOR	Yes Vote	No Vote	Abstain
Cannon	X		
Sherwood	X		
Hoffner	X		
Dolphin	X		
Cabral	X		
Pence	Absent		
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE ACA PRPOSAL # NEW CLASSROOM< WITH NEW RENTAL RATE

DIRECTOR	Yes Vote	No Vote	Abstain
Cannon	X		
Sherwood	X		
Hoffner	X		
Dolphin		X	
Cabral			
Pence	Absent		
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE NAMING AUCTION BARN AFTER JOE GATES

DIRECTOR	Yes Vote	No Vote	Abstain
Cannon	X		
Sherwood	X		
Hoffner	X		
Dolphin		X	
Cabral			
Pence	Absent		
Vacant Seat			
Vacant Seat			
Vacant Seat			