



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, August 11, 2021.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS

PRESENT:

Bob Sherwood, Vice President
Craig Cannon, Via Teleconference
Kerry Dolphin
Bob Hoffner, Via Teleconference
John Pence, Via Teleconference
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Sarah Pelle, Via Teleconference

1. CALL TO ORDER

Vice President Sherwood called a meeting of the Board of Directors of the 23rd District at 7:05pm.

2. FLAG SALUTE

Vice President Sherwood led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

Vice President Sherwood stated that President Cabral was out of town, a motion was made by Director Dolphin, to excuse President Cabral's absence, motion seconded by Director Cannon. Motion affirmatively voted upon by all members present. Motion carried.

4. INTRODUCTION OF GUESTS

Vice President Sherwood introduced Sarah Pelle from Fairs and Expositions.

5. PUBLIC COMMENTS

No public comment.

6. ACTION ITEMS

A. CONSENT CALENDAR

Vice President Sherwood asked for a motion to approve the July 14, 2021 Minutes as presented. Director Hoffner made a motion to approve the July 14, 2021 Minutes, Director Dolphin seconded the Motion. Motion affirmatively voted upon by all members present. Motion carried.

Vice President Sherwood asked for a motion to approve the Interim Event Contracts as presented. Director Dolphin made a motion to approve the Interim Contracts as presented, Director Cannon 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. June 2021 Financials - The Budget and Finance Committee reported on the June 2021 financials. CEO Brengle went over the financials and additional reports. Vice President Sherwood asked for a motion to approve the financials. Director Dolphin made a motion to approve the financials as presented. Director Pence seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.

b. Governor's Budget – CEO Brengle stated that there was a letter for F&E in the Board Packet stating the Governor has budgeted \$50,000,000 in funding for Fair's, and that fairs had to apply and would receive funding based on financial need. CEO Brengle stated that he had already submitted our application, and backup documents.

c. Shuttered Venue Grant – CEO Brengle stated that we had received a Grant, and how the money was broken out. It was moved by Director Hoffner, seconded by Director Cannon, the Budget and Finance Committee, come back to the Board with suggestions on spending the Grant money under the Other Category. Motion affirmatively voted upon by all members present. Motion carried.

d. F&E Loan – CEO Brengle stated that he had received notification from F&E that they would not be forgiving the Loan, and expected the Fair to repay the loan out of funding they had received. CEO Brengle suggested that the Fair pay off the loan using the Shutter Venue Grant money, after some discussion it was moved by Director Dolphin, to pay the balance of the F&E Loan using the Shuttered Venue Grant, motion seconded by Director Cannon. Motion affirmatively voted upon by all members present. Motion carried.

3. Livestock Committee had nothing to report
4. Building and Grounds Committee
 - a. Food Truck Commissary Contract – CEO Brengle stated that he had heard from the Contractor and that due to Covid they were not ready to make a commitment at this time. CEO Brengle stated that he did remind the contractor that he had until September 1st to except the Board Proposal. CEO Brengle stated that the contractor did ask about having his Pumpkin Patch and Christmas Tree Lot back this year, after some discussion it was moved by Director Pence, seconded by Director Hoffner to allow the Contractor to have the Pumpkin Patch, and Christmas Tree Lot, but that the Contractor had to put up a \$10,000 cleaning deposit. Motion affirmatively voted upon by all members present. Motion carried.
 - b. ACAII Proposal Review and Approval – CEO Brengle stated that the Building and Grounds Committee had not been able to meet, but that he had put together a draft proposal for rent and utilities increase, as a starting point. Director Hoffner stated that based on his research, that these numbers were way to low, and that he would get his numbers to the CEO Brengle. CEO Brengle will share Director Hoffner's numbers with the full Board. Director Pence also mentioned that it had been brought up about the possibility of proposing relocating the school at the previous Board Meeting, CEO Brengle stated that because the Committee had not been able to meet, that they had not had the chance to propose that to the school yet.
 - c. Antioch Little League Contract – CEO Brengle again stated that the Building and Grounds Committee was unable to meet, so they were not able to meet with Antioch Little League to discuss any potential ideas. CEO Brengle stated that he would try and schedule a meeting with the Committee and the Antioch Little League.
 - d. Delta RC Contract Renewal – Vice President Sherwood stated that he had not been out to take a reading on the electrical for Delta RC, so asked that we table this to the next meeting, when he can give a report on electrical usage for Delta RC.
 - e. Facility Project List – CEO Brengle stated that an updated Project list was in the Board Packet and reviewed the list with the Board.
5. Sponsorship/Marketing/Community Outreach Committee had nothing to report.
6. PR/Media Committee had nothing to report.

7. HERITAGE FOUNDATION REPORT

No Report

8. CEO REPORT

CEO Brengle provided the Board with updates on meeting he had attended, and upcoming events. CEO Brengle also presented some potential dates for Strategic

Planning, after some discussion it was decided to hold Strategic Planning on Friday September 17, at 11am and have lunch brought in. CEO Brengle will set this up Strategic Planning session, and send the Board a confirmation email.

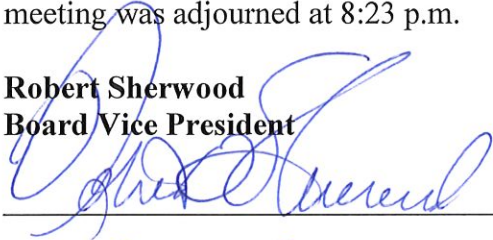
10. BOARD PRESIDENTS COMMENT

No Comment

11. BOARD COMMENT

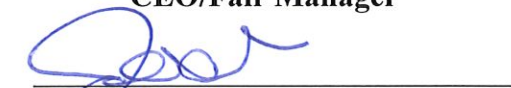
There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:23 p.m.

Robert Sherwood
Board Vice President



DATE 9-8-21

Joe Brengle
CEO/Fair Manager



DATE 9-8-21

VOTING GRID ATTACHED