



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, February 9, 2022.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:

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

**ALSO
PRESENT:**

Sarah Pelle, Via Teleconference
Theresa Sherwood
Scott Sherwood
Rosa Sherwood

1. **CALL TO ORDER**

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

2. **FLAG SALUTE**

President Sherwood led the Flag Salute

3. **ROLL CALL/DIRECTORS ABSENT**

All Directors were present.

4. INTRODUCTION OF GUESTS

President Sherwood introduced Sarah Pelle from Fairs and Expositions, and his wife Theresa Sherwood, and Heritage Foundation President Scott Sherwood, and his wife Rosa Sherwood.

5. PUBLIC COMMENTS

No public comment.

6. ACTION ITEMS

A. CONSENT CALENDAR

President Sherwood asked for a motion to approve the Dec 8, 2021, and the Jan 12, 2022, Minutes as presented. Motion was made by Director Canon, and seconded by Director Dolphin to approve the Dec 8, 2021, and the Jan 12, 2022, Minutes as presented. Motion affirmatively voted upon by all members present. Motion carried.

President Sherwood asked for a motion to approve the Interim Event Contracts as presented. Director Hoffner 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.

President Sherwood asked for a motion to approve the Standard Contracts as presented. Director Dolphin made a motion to approve the Standard 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. Nov 2021 and Dec 2021 Financials - The Budget and Finance Committee reported on the Financials. CEO Brengle went over the financials and additional reports. President Sherwood asked for a motion to approve the financials. Director Dolphin made a motion to approve the financials as presented. Director Hoffner seconded the motion. Motion affirmatively voted upon by all members present. Motion carried.
3. Livestock Committee
 - a. Sheep, Goat and Swine Ownership Forms & Tags – CEO Brengle announced that Ownership Forms and Tags for Market Sheep, Goats and Swine were now available, and they were due by March 11, 2022.
 - b. Online Entries open March 1st – CEO Brengle reported that Online Entries would open March 1st.
4. Building and Grounds Committee
 - a. ACAII Contract – CEO Brengle stated that Director Sherwood, had put together a breakdown of the electrical for the school, and was waiting for Director Hoffner to put together a breakdown on the rent. Director Hoffner

stated how he had come up with the rental rate. CEO Brengle asked that he put that down on paper so the committee could bring it back to the Board for review. CEO Brengle stated that the Building and Grounds Committee would meet and go over the breakdowns provided by Director Hoffner, and Director Sherwood, and bring back to the March Board Meeting for Board Review.

b. Antioch Little League Contract – CEO Brengle asked Director Hoffner, if he had anything to report. Director Hoffner stated that he had meet with some interested groups about renting the Little League Fields, and would have them put a proposal together that for the Committee to review. CEO Brengle stated that after the Committee reviews the proposal, they would bring it to the Board for review.

c. Facility Project List – CEO Brengle stated that an updated Project list was in the Board Packet and reviewed the list with the Board.

d. Yahualica International Benefit Org. – Rodeo Proposal – CEO Brengle stated that now that the Building and Grounds Committee had been set, he would schedule a meeting between the Committee and Yahualica and the Committee.

f. Strategic Planning Goals:

1. Homeless Issues

2. Parameter Fencing for Fairgrounds

CEO Brengle stated that these goals would remain on the agenda, as the committee and board will continue to address them. Brengle stated that Director Sherwood had done some preliminary cost of installing cement fencing along the back side of the fairgrounds. Director Sherwood stated that it would roughly cost 1.5 million for just the backside of the grounds. Director Hoffner asked that as a state facility wasn't CHP responsible for securing the facility, it was discussed that CHP had turned their responsibility over to the Contra Costa County Sheriff Dept. Sarah Pelle for Fairs and Expositions, stated that the Fair could make contact with CHP, and ask for them to also provide assistance with securing the facility. Director Hoffner to reach out to CHP.

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

6. PR/Media had nothing to report

7. Fair Attractions Committee – No Report

7. HERITAGE FOUNDATION REPORT

Heritage Foundation President Scott Sherwood their Clay Shooting Fundraiser Event was February 19, and that registration was open, and they would be signing people up until the morning of the event. Scott Sherwood also stated that they had put all their membership packages on the Foundation website, and members could pay their membership online. Director Dolphin asked if the Foundation was going to honor the memberships that were paid for in 2020 but were not used do the cancelation of the Fair. Scott stated that yes, they would honor those memberships for 2022. Scott Sherwood also stated that the

Foundation had a few projects they planned to do to the Heritage Grove, and around the Livestock Show Ring prior to Fair. Director Hoffner asked that they include the Building and Grounds Committee in those projects. CEO Brengle stated that he would invite Scott to the next Building and Grounds Committee Meeting.

8. CEO REPORT

CEO Brengle provided the Board with updates on meetings he had attended, and upcoming events.

9. PRESIDENTS COMMENT

A. Committee Appointments – President Sherwood went over the Committee Appointments for the upcoming year.

10. BOARD COMMENT

No Board Comment

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:30 p.m.

Bob Sherwood
President



DATE 3-9-2022

Joe Brengle
CEO/Fair Manager



DATE 3-9-22

VOTING GRID ATTACHED