



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, June 14, 2023.

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:**

Charles Southwick, CDFA
Susan Cannon
Angela Emmons
Steve Owens

1. **CALL TO ORDER**

President Sherwood called a meeting of the Board of Directors of the 23rd. District Agricultural Association at 7:08pm.

2. **FLAG SALUTE**

President Sherwood led the Flag Salute

3. **ROLL CALL/DIRECTORS ABSENT**

President Sherwood read Roll Call; all directors were present.

4. PUBLIC COMMENTS

Steve Owens with American Flagpole addressed the Board stating he was a first time buyer at this years Livestock Auction, and that he bought a pig, and when the Local Processor contacted him regarding how he wanted his hog processed, he was shocked to find out that he was not receiving what he consider the full hog (head and internal organs), he stated that he contact the Fair office, and staff told him that per the Auction Booklet, it stated that a 200lb hog would only yield 130 to 140lbs of meat, that it did not say anything about the head and internal organs, and he wanted those as some cultures eat those parts of the animal. He felt that the Fair was stealing from the buyers and profiting off these parts of the animal. He stated that he would be filing a police report. The Board had no comment.

5. ACTION ITEMS

A. CONSENT CALENDAR

President Sherwood asked for a motion to approve the minutes May 10, 2023, Board Meeting. After some review it was moved by Director Dolphin, seconded by Director Pence to approve the May 10, 2023, Minutes. Motion unanimously approved.

President Sherwood asked for a motion to approve the Interim Event Contracts as presented. After some discussion it was moved by Director Cannon, seconded by Director Hoffner, and unanimously approved the Interim Contracts as presented.

B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
2. Budget and Finance Committee
 - a. April 2023 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 April Financials as presented. Director Hoffner seconded the motion. Motion unanimously approved.
 - b. Investments/CD's, Interest Accounts
CEO Brengle stated that he had met with the Bank, and was waiting back for information.
3. Livestock Committee
CEO Brengle stated that Invoices had gone out, and payments were, coming in. Brengle distributed Auction Report, as well as Add On's and averages per species.
Director Hoffner stated that he was retiring as the Livestock Barn Superintendent. CEO Brengle thanked him for stepping into that position back in 2017, and for all the work he has done.

4. Building and Grounds Committee
 - a. ACAII, Poppy Hall Flood Damage
CEO Brengle updated the Board on the status of repairs, and stated that everything should be completed just before school starts in August.
 - b. Fresh Start Automotive Contract Renewal
CEO Brengle stated that at the previous Board Meeting the Board had approved a new rental rate and requirements, and that he had presented them to Fresh Start, and that they felt they were more than they could afford, and had put together a counteroffer, which was in the Board Packet. After some discussion the Board determined to stand with there original rental rate and requirements approved at the May Board Meeting. It was moved by Director Pence, seconded by Director Hoffner and unanimously approved to stay with rental rates and requirements approved at the May Board Meeting for Fresh Start. CEO Brengle stated that he would take that back to Fresh Start.
 - d. Little League Fields Update – Director Hoffner stated that he had solicited three potential renters and given them until the end of June to make a proposal to the Fair.
 - e. Facility Project List – CEO Brengle stated that an updated Project list was in the Board Packet and reviewed the list with the Board.
 - f. Strategic Planning Goals:
 1. Homeless Issues
 2. Parameter Fencing for FairgroundsCEO Brengle stated that there was no update, and that these goals would remain on the agenda, as the committee and board will continue to address them.
5. PR/Media, Sponsorship/Marketing/Community Outreach
Director Cannon made a statement that the Sea Lion Show was selling photo, and asked if the Fair received any portion of those sale. CEO Brengle stated that no, that this was an entertainment act, and they were able to keep all sales of photos.
 - a. Strategic Plan Goals
 1. Advertise to the entire county to increase attendance and facility use
 2. Enhance Relationship between Event Park and City & CountyCEO Brengle stated that there was no update, and that these goals would remain on the agenda, as the committee and board will continue to address them.
6. Fair Attractions Committee had nothing to report

C. POLICY AND PROCEDURE MANUAL

1. Review and approval of updates and new policies
After some discussion Director Dolphin made a motion to approve the updates and change to the Policy and Procedure Manual, Director Pence seconded the motion, motion passed unanimously.

6. HERITAGE FOUNDATION REPORT

The Heritage Foundation was not in attendance, the Board asked the CEO Brengle request that the Heritage Foundation provide a financial report at the next Board Meeting and update the Board on their projects.

7. CEO REPORT

CEO Brengle provided the Board with updates on meetings he had attended, and upcoming events and outcome of the 2023 Fair.

8. PRESIDENTS COMMENT

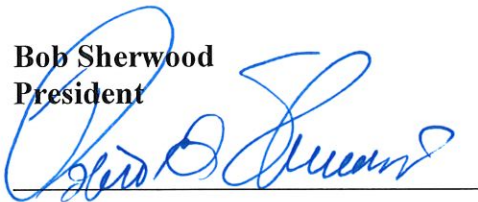
No Comment

9. BOARD COMMENT

Director Hoffner stated that the June Board Meeting would be his last Board Meeting as he is resigning from the Board, Hoffner gave letters of resignation to President Sherwood.

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 8:45 p.m.

Bob Sherwood
President



DATE 9-13-2023

Joe Brengle
CEO/Fair Manager



DATE 9-13-23