



## 23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION

### BOARD OF DIRECTORS

### MEETING MINUTES

**TIME & PLACE:** A regular meeting of the Board of Directors of the 23<sup>RD</sup> District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10<sup>th</sup> Street, California, on Wednesday, Feb 14, 2024.

**23<sup>RD</sup> DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS  
PRESENT:**

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

**ALSO  
PRESENT:**

Susan Cannon

**1. CALL TO ORDER**

President Cannon called a meeting of the Board of Directors of the 23<sup>rd</sup>. District Agricultural Association at 7:00pm.

**2. FLAG SALUTE**

President Cannon led the Flag Salute

**3. ROLL CALL/DIRECTORS ABSENT**

President Cannon read Roll Call; all directors were present.

**4. PUBLIC COMMENTS**

No Public Comment

## 5. ACTION ITEMS

### A. CONSENT CALENDAR

President Cannon asked for a motion to approve the minutes December 13, 2023, Board Meeting. It was moved by Director Sherwood, seconded by Director Dolphin to approve the Dec 13, 2023, Minutes as presented. Motion unanimously approved.

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

### B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
2. Budget and Finance Committee
  - a. Nov & Dec 2023 Financials - The Budget and Finance Committee reported on the Financials. CEO Brengle went over the financials and additional reports. President Cannon asked for a motion to approve the financials as presented. Director Pence made a motion to approve the Nov & Dec Financials as presented. Director Sherwood seconded the motion. Motion unanimously approved.
  - b. Savings/Money Market Account – CEO Brengle updated the Board on Money Market Account.
3. Livestock Committee

CEO Brengle stated the Committee had not met but updated the Board on Steer Numbers, and stated that ownership forms for sheep, goats, and swine are available and due March 12<sup>th</sup>. Livestock Camping applications are available, and Pen Set up date is scheduled for April 28<sup>th</sup>.
4. Building and Grounds Committee
  - a. Facility Project List – CEO Brengle stated that an updated Project List was in the Board Packet and reviewed the list with the Board.
  - b. 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 Committee
  - a. Sponsorship Update – CEO Brengle updated the board on Fair Sponsorship to date.
  - b. 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 – No Report

**6. HERITAGE FOUNDATION REPORT**

Heritage Foundation was not present, CEO Brengle distributed a copy of the foundations 2023 financials, and stated that their Shooting Fundraiser event for Feb 17, had been postponed due to weather conditions.

**7. CEO REPORT**

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

**8. PRESIDENTS COMMENT**

President Cannon thanked past President Sherwood for his past two years of service as president.

**9. BOARD COMMENT**

No Board Comments

There being no further business to come before the 23<sup>rd</sup> District Agricultural Association the meeting was adjourned at 7:40 p.m.

**Craig Cannon**  
President



DATE 3-15, 2024

**Joe Brengle**  
CEO/Fair Manager



DATE \_\_\_\_\_