



Minutes

Tuesday, February 19, 2019

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE 17TH DISTRICT AGRICULTURAL ASSOCIATION WAS HELD ON FEBRUARY 19, 2019 AT 4:00 P.M. IN PONDEROSA HALL AT THE NEVADA COUNTY FAIRGROUNDS.

Roll Call:

Directors Present: Steve Steele, Jeanette Royal, Andrew Trygg, Arnie Romanello, Jim Franks and Barbara McDonald

Directors Absent: Shanti Emerson, Simi Lyss and Tom Browning

President Steele called the meeting to order and declared a quorum at 4:02 p.m.

Introduction of Guests and Staff:

Patrick Eidman, CEO; Wendy Oaks, Information Officer; and more than 25 guests from the public.

Public Comment on Items Not on the Agenda

No public comment.

Consent Calendar

- A. Minutes, Board Meeting – January 15, 2019
- B. Interim Facility Rentals – January/February 2019
- C. Standard Agreements – January/February 2019

Motion 2019-7: Motion by Director Romanello, seconded by Director Trygg to approve the consent calendar. Motion carried unanimously, 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Approval of Standard Agreements – Hazardous

No hazardous agreements presented for approval.

Interim Event Application

The Board reviewed a facility rental application from California Gun Shows, LLC. CEO Eidman presented a summary of the application. President Steele opened the floor to public comment.

Twenty members of the public provided comment on the rental application, with comments representing both those in favor of the application and those opposed.

Director Royal cited contractual deficiencies, including the condition of facility and late payment, from the applicant in 2017. Director Trygg and McDonald discussed a health department violation from the previous event and its impact on the Fairgrounds.

Motion 2019-8: Motion by Director Royal, seconded by Director Trygg to deny the facility rental application from California Gun Shows LLC based on contractual deficiencies. Motion carried, 5-1. (**Yes:** Directors McDonald, Romanello, Royal, Steele, and Trygg. **No:** Director Franks).

The Board adjourned at 5:30 for a 10-minute break.

The Board reconvened at 5:40 pm

Finance Committee Report

Director Trygg provide an overview of the financials, noting that some account totals on the balance sheet would be updated once the year end close out and Statement of Operations were completed.

CEO Eidman provided a brief overview of the financial report. Operating revenues for the RV Park and Facility Rentals are performing well and that the staff is doing an excellent job of keeping operating expenses below budget.

Motion 2019-9: Motion by Director Trygg, seconded by Director Royal to approve the January 2019 Financials. Motion carried unanimously, 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Director Trygg provided an overview of the RFP and selection process for an accounting firm to complete the 2017 and 2018 financial audit services. Two accounting firms submitted proposals, and after reviewing and scoring the proposals, the Finance Committee recommends contracting with Fechter & Company to perform the fiscal auditing services for 2017 and 2018.

Motion 2019-10: Motion by Director Trygg, seconded by Director Royal to award the contract for financial auditing services for the 2017 and 2018 fiscal years to Fechter and Company. Motion carried unanimously, 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Capital Improvements Committee Report

No report.

Concessions Committee Report

Director Romanello reviewed the 2019 percentage recommendations for concessionaires (see below).

Recommendation #1

Change the Fair's percentage rate collected from Nevada County commercial concessionaires from a 25% rate to a 20% rate.

Recommendation #2

Change the Fair's percentage rate collected from nonprofit concessionaires from a 17% rate to a 15% rate to be consistent with other Treat Street vendors.

Type of Concessionaire	Current Percentage	Proposed Percentage
Commercial Concessionaires (outside Nevada County)	25%	25%
Commercial Concessionaires (inside Nevada County)	25%	20%
Nonprofit Concessionaires	15%	15%
Nonprofit Concessionaires (after 2016)	17%	15%

There was general Board discussion regarding the recommendations, including concerns with concessions-based revenues.

Motion 2019-11: Motion by Director Romanello, seconded by Director Trygg to approve the Concessions Committee's 2019 percentage recommendations for concessionaires. Motion carried, 4-1 with one abstention. (**Yes:** Directors Franks, Romanello, Royal, and Steele. **No:** Director Trygg. **Abstained:** Director McDonald because of a potential conflict of interest).

Draft Horse Classic Committee Report

Director Trygg reported that the 2019 Draft Horse Classic will return to a four-day show schedule.

Governance Committee Report

No report.

Interim Events Committee Report

No report.

Livestock Committee Report

No report.

Nevada County Fairgrounds Foundation Report

Director Trygg reported the following:

- The Foundation has more than \$100,000 on account.
- A Foundation Bylaws Committee has been formed to review the Foundation's bylaws.
- The Cioppino Feed Committee is looking for donations of auction items, raffle items, and desserts.
- The Foundation membership drive is going well.
- The Foundation would like to sponsor Fair awards through the Competition Handbook.

Correspondence

CEO Eidman shared the following:

- A letter and background sheet from CDFA re: the 2019 YQCA program.
- A letter from CDFA re: Assembly Bill Number 2396: DAA Employee Sharing.

2019 Officer Elections

Director Steele opened nominations for Board President and Vice President. With no new nominations, the Board voted on the Governance Committee's nominations for Director Royal as Board President and Director Trygg as Vice President.

Motion 2019-12: Motion by Director Romanello, seconded by Director Franks to close nominations and elect Director Royal as Board President and Director Trygg as Vice President. Motion carried unanimously 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Director Steele handed over the gavel and control of the meeting to Director Royal at 6:23 pm.

Committee Assignments

Director Royal reviewed the Board Committee assignments for 2019.

Committees

Finance Committee – Directors Browning & Trygg

Capital Improvements Committee – Directors Royal and Steele

Concessions Committee – Directors McDonald and Romanello

Draft Horse Classic Committee – Directors Royal and Trygg

Forest Management & Improvement Committee – Directors Emerson and Lyss

Governance Committee – Directors Browning and Steele

Interim Events Committee – Directors Emerson and McDonald

Livestock Committee – Directors Franks and Steele

Nevada County Fairgrounds Foundation Committee – Directors Franks and Trygg

WFA Convention Report

Directors Romanello and Steele reported on the various classes they attended at the WFA convention in Reno. Director Steele read a report from Director Browning about his attendance at the convention. CEO Eidman and Information Officer Oaks also reported on classes and meetings they attended at the convention, and a presentation they did at the “Coffee with Winners” on goat yoga at the Nevada County Fair.

WFA Achievement Awards

Information Officer Oaks reported on the results of the Nevada County Fair’s WFA Achievement Award applications. The Fair received a total of 10 awards, including recognition for the White Barn Project partnership, the Lions Lake/Resource Conservation District partnership, a social media campaign, employee recruitment and retention program, goat yoga, and various promotional pieces.

WFA Service Milestone

Director Steele read a letter of congratulations and presented a certificate of appreciation and a WFA Lifetime Credential to Director Royal in honor of her 25 years of service to the Nevada County Fairgrounds Board.

2019 Nevada County Fair – August 7 – 11, 2019

Pricing and Promotion: CEO Eidman reviewed prices and daily promotions for the 2019 Fair. The Board discussed several potential promotions for Thursday of the Fair.

Motion 2019-13: Motion by Director Steele, seconded by Director Trygg to offer \$1 admission at the gates on Thursday of the Fair. Motion failed, 1-5 (**Yes:** Director Steele. **Opposed:** Directors Franks, McDonald, Romanello, Royal and Trygg).

Motion 2019-14: Motion by Director Trygg, seconded by Director Romanello to offer \$3 admission at the gates on Thursday of the Fair. Motion passed unanimously, 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Carnival Update: Butler Amusements has offered to bring a log ride to the 2019 Fair. It would replace the Big Wheel on the Arena Green.

Thursday Night Arena Event: Thursday night arena event options were discussed including possibly adding a second night of the Flying U Rodeo or adding the All-Star Motor Sports “crash carnival.”

Selection process for Family of the Year, Hall of Fame, and Blue Ribbon: CEO Eidman shared the criteria for the Hall of Fame and Blue Ribbon award, as well as a list of past recipients of the three awards. He presented potential award nominees, as suggested by Fairgrounds staff, for Board consideration for the 2019 Family of the Year, Hall of Fame and Blue Ribbon award.

Rebranding and vision for “Ag-Sperience”: The Nevada County Farm Bureau Foundation will be working with the Fairgrounds to rebrand and update Ag-Sperience. The area will continue to feature the local

ag-related nonprofits in the area, but it will be renamed, have additional activities, and have a strong focus on families and ag education.

Newcastle Disease Outbreak Update/Potential Impact: CEO Eidman shared the potential impact the Newcastle Disease Outbreak could have on the poultry show at the Fair. Fairgrounds staff and the Livestock Committee will meet with poultry leaders in March to discuss the outbreak and potential outcomes for the Fair.

Motion 2019-15: Motion by Director Trygg, seconded by Director Franks to delegate authority from the Board to the Livestock Committee to decide whether the poultry show should be held at the 2019 Nevada County Fair. Motion passed unanimously, 6-0 (**Yes:** Directors Franks, McDonald, Romanello, Royal, Steele, and Trygg).

Draft Horse Classic – September 19 – 22, 2019

CEO Eidman reported this year's event will be four days, September 19 – 22. The Draft Horse team is working on securing entertainment and solidifying the four-day schedule.

CEO Report

CEO Eidman reported on the following:

- Fairgrounds LED Lighting Project is approximately 80% complete. The project has been delayed because of the rain.
- Two new 125-day staff members have joined the team. Wendy Wernigg is the Accounts Receivable Clerk and Kristin Hamilton is the Exhibit Specialist.
- Exams were requested and have been scheduled in order to facilitate the hiring process to fill several, key positions at the Fairgrounds.
- New CEO training is scheduled for April 10 – 11 in Sacramento and he will be attending.
- He and Information Officer Oaks met with the developers of the proposed RV Park across the street from the Fairgrounds.
- Three bids have been received for the work on Northern Mines, which was damaged when a tree fell on it during a storm in January. Fairgrounds staff are working with the California Construction Authority on the formal bidding and contractor selection process.
- A reminder to the Board to complete their training requirements, as well as the Form 700 (Statement of Economic Interests) form.

Director's Comments

- Director Steele believes the Fairgrounds is headed in a positive direction and that the "brightest days" are ahead.
- Director Romanello reminded the Board to buy their Cioppino tickets.
- Director Franks congratulated Director Royal on her 25 years as a member of the Board.

New Business

CEO Eidman requested that the Board consider development of a policy for facility rental rates for Board members and Fairgrounds staff.

Adjournment

With no further business, the meeting was adjourned on Tuesday, February 19, at 7:52 pm.

Patrick Eidman, Chief Executive Officer

Jeanette Royal, President of the Board