



## Minutes

Tuesday, August 6, 2019

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE 17<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION WAS HELD ON AUGUST 6, 2019 AT 4:00 P.M. ON THE ADMINISTRATION BUILDING PATIO AT THE NEVADA COUNTY FAIRGROUNDS.

### Roll Call:

Directors Present: Jeanette Royal, Andrew Trygg, Tom Browning, Shanti Emerson, Jim Franks, Barbara McDonald, Arnie Romanello (arrived at 4:38 pm, after Roll Call) and Steve Steele.

Directors Absent: Simi Lyss

**President Royal called the meeting to order and declared a quorum at 4:01 p.m.**

### Introduction of Guests and Staff:

Katie Alling, Nevada Union FFA; Patrick Eidman, CEO; and Wendy Oaks, Information Officer.

### Public Comment on Items Not on the Agenda

No public comment

### Livestock Committee Report

President Royal announced that the Livestock Committee Report would be moved up on the agenda to better accommodate guest Katie Alling, Nevada Union FFA.

Katie requested that Ty Sullivan receive a waiver to the livestock rules, due to the recent loss of his mother. There was general Board discussion about the request.

**Motion 2019-53:** Motion by Director Browning, seconded by Emerson to allow a substitute individual to sell and show for Ty Sullivan in the Swine Market Class. Motion carried unanimously, 7-0. (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald and Steele).

### **Consent Calendar**

- A. Minutes, Board Meeting – July 16, 2019
- B. Interim Facility Rentals – July/August 2019
- C. Standard Agreements – July/August 2019
- D. Fair Concessions/Vendor Contracts – July/August 2019
- E. Draft Horse Classic Concession/Vendor Contracts – July/August 2019
- F. Country Christmas Faire Contracts – July/August 2019
- G. Sponsorship Agreements – July/August 2019

CEO Eidman pulled the Country Christmas Faire contracts from the Consent Calendar and stated that he would bring them to the Board for discussion and action at the next meeting.

**Motion 2019-54:** Motion by Director Steele, seconded by McDonald to approve the Consent Calendar without the Country Christmas Faire contracts. Motion carried unanimously, 7-0 (Yes: Directors Royal, Trygg, Browning, Emerson, Franks, McDonald and Steele).

### **Approval of Standard Agreements – Hazardous**

CEO Eidman presented a summary of the Hazardous Standard Agreements

**Motion 2019-55:** Motion by Director Browning, seconded by Trygg to approve the Hazardous Standard Agreements. Motion carried unanimously, 7-0 (Yes: Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, and Steele).

### **Nevada County Fairgrounds Foundation Report**

No report

### **Finance Committee**

CEO Eidman reported that a resolution is required by River Valley Community Bank to designate the CEO to open new business accounts and to authorize signers on the accounts.

**Motion 2019-56:** Motion by Director Browning, seconded by Director Emerson to authorize Patrick Eidman, Chief Executive Officer, to open new business accounts with River Valley Community Bank and to designate CEO Patrick Eidman, Board of Directors President Jeanette Royal, and Board of Directors Vice President Andrew Trygg to be authorized signers on the accounts. Motion carried unanimously, 7-0 (Yes: Directors Royal, Trygg, Browning, Emerson, Franks, McDonald and Steele).

### **Capital Improvements Committee Report**

No report

### **Concessions Committee Report**

No report

### **Draft Horse Classic Committee Report**

No report

### **Forest Management & Improvement Committee Report**

No report

### **Governance Committee Report**

No report

### **Interim Events Committee Report**

Director Emerson reported that Community Involvement Day was a success.

### **Livestock Committee Report**

The Livestock Committee requested that their committee report be reopened for discussion. CEO Eidman provided an update on showmanship entries.

### **Correspondence**

CEO Eidman shared the following:

- Circular Letter from CDFA: F2019-08 Required Construction Inspections. The letter states that construction plan review and construction inspections by a state designated authority are required for all construction projects at state DAAs, as well as construction projects at county and citrus fairgrounds that have any component of state funding. CEO Eidman will share the letter with the Fairgrounds Foundation.
- Letter from CDFA: SB5 Round 1 Selection Process. The letter provides clarification regarding the selection process and a list of the 12 Fairs and projects advancing to the next step of the process.

### **Director Romanello arrived at 4:38 pm**

### **Nevada County Fair – August 7 – 11, 2019**

- General Update – CEO Eidman reported the following additional safety measures are being implemented at the 2019 Fair – See Something/Say Something signs (with a number to call); signs with the list of prohibited items at the Fair; and free entry for off duty law enforcement officers who show their badge. He also provided an update on the Encroachment Permit required for the Fair by the County of Nevada.
- CEO Eidman reported that ticket sales are down slightly from last year's sales at this time, provided an update on vendor space sold for the Fair, and that almost 7,000 entries have been entered in the fair.
- As part of its E. coli preventative action plan, CEO Eidman reported that there will be additional handwashing stations in the barns during the Fair, more signs about washing hands and not

having food in the barns, more stroller parking areas, public announcements about hand washing, social media posts about hand washing, employees will be encouraged to wear buttons (provided by CDFA) to “wash your hands after visiting animals,” and that barn scorecards were modified to give more points for cleanliness in the barns.

- Information Officer Wendy Oaks provided a general update on Community Involvement Day. More than 2,000 pounds of food were donated through Food Bank of Nevada County, 300 glasses donated to Lions Club, 900 diapers were donated to Nevada County Diaper Project, 800 books were donated to Story Club, more than 1,000 items were donated to Connecting Point, and White Barn project fitted 8 youth exhibitors with outfits for the Fair.
- CEO Eidman reported that the Opening Ceremony breakfast is August 7 at 9 am. Congressman LaMalfa will be on stage to present proclamations to award recipients. Several board members will be asked to present awards at the ceremony. He also reported that the Ag Mechanics Auction is Friday, August 9 and he provided an update on Ag Mechanics entries and placings. The Junior Livestock Auction is Sunday, August 11. The breakfast is at 7 am; the auction begins at 9 am.
- Director Specific Events/Information
  - After consulting with CDFA legal and their review of the applicability of Bagley-Keene laws to Board/Fair events, it was determined that the pre-Fair breakfast meetings and the Director tours need to be noticed as public meetings. Because the public notice timeframe is passed, the breakfast and tour events would need to be limited to no more than two Directors.
  - Award(s) of Excellence – there was general board discussion about recipients of the Award of Excellence.
    - **Motion 2019-57:** Motion by Director Romanello, seconded by Director Steele to give the Award of Excellence award to Grass Valley Host Lions Club for their work on the Corn Crib booth in preparation for the 2019 Fair. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).
  - Director’s Awards – Ribbons and a list with the history of the award recipients are in the Board mailboxes in the Administration Office.

### **Draft Horse Classic – September 19 – 22, 2019**

CEO Eidman reported that ticket sales are roughly equivalent to ticket sales to date in 2018.

### **CEO Report**

CEO Eidman reported on the following:

- CDFA Board Training Workshop Update – CEO Eidman and Director Steele attended.
- WFA Open House update – CEO Eidman, Director Emerson and Director Steele attended.
- The exterior light project is complete, but the Fairgrounds is still waiting for a modified loan agreement from PG&E.
- The auditors are near completion of the 2017/2018 audits.

- The Accounting Tech position was posted and Debby Comendant has been hired. Exhibit Representative, Deputy Manager and Senior Maintenance will be posted soon.

#### **Director's Comments**

- Director Emerson said she is proud to be on the Board. She also presented her 2019 Fair Director's Award to Director Arnie Romanello.
- Director Romanello stated that the tree on Treat Street continues to "take a beating" from the big trucks that run into it while delivering on Treat Street.
- Director Steele said the grounds look great!
- Director Franks acknowledged NID for all their work in getting shavings into the stalls for kids, and reported that the Tuesday move in went well.
- Director McDonald said the grounds look great and she is excited for her first Fair.
- Director Trygg reminded the Board that it's important to "see" the Fair and visit all the areas and that it's important for the Fair staff to see the Board.

#### **New Business**

No new business.

#### **Adjournment**

With no further business, the meeting was adjourned on Tuesday, August 6, at 5:15 p.m.

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Patrick Eidman, Chief Executive Officer

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Jeanette Royal, President of the Board