



Minutes

Tuesday, February 18, 2020

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE 17TH DISTRICT AGRICULTURAL ASSOCIATION WAS HELD ON FEBRUARY 18, 2020 AT 4:00 P.M. IN PONDEROSA HALL AT THE NEVADA COUNTY FAIRGROUNDS.

Roll Call:

Directors Present: Jeanette Royal, Andrew Trygg, Tom Browning, Shanti Emerson, Jim Franks (arrived at 4:04 pm, after Roll Call), Barbara McDonald, Arnie Romanello, and Steve Steele.

President Royal called the meeting to order and declared a quorum at 3:59 p.m.

Introduction of Guests and Staff:

Patrick Eidman, CEO; and Wendy Oaks, Information Officer.

Public Comment on Items Not on the Agenda

No public comment

Consent Calendar

- A. Minutes, Board Meeting – January 19 – 22, 2020
- B. Minutes, Board Meeting – January 29, 2020
- C. Facility Rentals –January/February 2020

Director Emerson requested to pull Item C (Facility Rentals) and Director Browning requested to pull Item A (January 19 – 22 Minutes).

Motion 2020-10: Motion by Director Steele, seconded by Director Trygg to approve Consent Calendar Item B. Motion carried unanimously, 7-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, McDonald, Romanello, and Steele).

Director Browning questioned CDFA's interpretation of the Bagley-Keene Open Meeting Act to require a public agenda and minutes for a Board-attended convention. General Board discussion followed.

Motion 2020-11: Motion by Director Browning, seconded by Director Steele to approve Consent Calendar Item A. Motion carried unanimously, 6-0-1 (**Yes:** Directors Royal, Browning, Emerson, McDonald, Romanello, and Steele. **No:** None. **Abstained:** Trygg because he did not attend the convention).

Director Franks arrived at 4:04 p.m.

Director Emerson questioned why there were no charges for some facility rentals. CEO Eidman explained that RV groups of qualifying size are allowed use of the Tall Pines cottage at no charge, and that Director Trygg requested at the January meeting that RV groups using Tall Pines Cottage at no charge receive a footnote notation in the Interim Facility Rentals report identifying them as RV groups of qualifying size.

Motion 2020-12: Motion by Director Browning, seconded by Director Emerson, to approve Consent Calendar Item C. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Nevada County Fairgrounds Foundation Report

Directors Trygg and Franks provided a Fairgrounds Foundation update.

- The Foundation has approximately \$104,000 on account.
- Ed Mertens has been elected to the Board.
- The March 7 Cioppino Feed is almost sold out.
- The annual membership drive is underway.
- The Board approved \$3,075 for the sponsorship of still exhibit and livestock awards for Fair.
- The Board will be developing a code of conduct policy for the Board members.

CEO Eidman provided an update on the MOU, which is currently with CDFA Legal for review. Once returned, the Executive Committee will review.

Finance Committee Report

Financial Reports – January 2020

Director Browning provided a brief update on the January finances.

CEO Eidman reported that for the month, revenues are over budget and expenses are under budget. He reminded the Board that December financials won't be available until the Statement of Operations and other year-end activities are complete. He also provided a LAIF performance report.

Motion 2020-13: Motion by Director Steele, seconded by Director McDonald, to approve the January 2020 financials. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Capital Improvements Committee Report

CEO Eidman presented a list of potential Fairgrounds Foundation capital improvement projects for the Foundation to consider for 2020. Short-term projects include the painting and repairing siding on Main

Street Center and painting, repairing residing and window glazing of Tall Pines for an approximate total of \$12,500. Long term projects include the remodeling and rebuilding of Evergreen Hall and the Lath House.

Motion 2020-14: Motion by Director Browning, seconded by Director Steele, to direct staff to present the Foundation with two short term painting projects – Main Street Center and the Tall Pines Building – and a large, longer-term project that would include rehabilitation of Evergreen Hall and replacement of the adjoining Lath House. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello, and Steele).

Concessions Committee Report

Director McDonald reported that there is a booth opening on South Treat Street, previously utilized by Yuba River Charter School during the Fair. An informational sheet with information about the booth and the application process was distributed to the Board. She also reported that the committee is looking at options to address the long lines on Treat Street, and she shared an idea about developing a food fair challenge for Treat Street vendors.

Forest Management & Improvement Committee Report

No report.

Governance Committee Report

No report

Interim Events Committee Report

Director Emerson reported that the committee met and discussed concerns about roller skating at the Nevada County Fairgrounds. Information Officer Oaks reported that she had a discussion with Gold Country Fairgrounds about roller skating activities at the Fairgrounds.

Livestock and Ag Mechanics Committee Report

CEO Eidman reviewed a Virulent Newcastle Disease advisory from the California State Veterinarian, which advised cancelling the poultry show “in an abundance of caution until the regional quarantine in Southern California is lifted.”

Motion 2019-15: Motion by Director Steele, seconded by Director Emerson, that based on the State Veterinarian’s recommendation, and out of an abundance of caution, to cancel the poultry show at the 2020 Nevada County Fair. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

Ad Hoc Memorial Committee

Director McDonald reported that the committee met and discussed different different donation levels. Director Emerson shared some information about other memorial bench programs they researched.

Ad Hoc Cannabis Event Policy Committee

No report

Correspondence

CEO Eidman shared the following:

- A thank you letter from the Nevada Union FFA Ag Boosters.
- A letter of appreciation from Don Barringer regarding improvements in the RV Park.
- A letter from Kathryn Gerwig regarding her experience at the Draft Horse Classic.
- A letter from CDFA releasing the 2020 State Rules for California Fairs.
- A letter from the California State Veterinarian with a Virulent Newcastle Disease Advisory for Fairs and Shows with Poultry.

2020 WorldFest Contract

CEO Eidman presented the contract for The Center for the Arts, the producer of California WorldFest, July 5 – 13, 2020, at the Nevada County Fairgrounds. General Board discussion followed.

Motion 2020-16: Motion by Director Romanello, seconded by Director Emerson to approve The Center for the Arts (California WorldFest) contract. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

17th DAA Organizational Chart Update

CEO Eidman requested that the Office Assistant position on the organizational chart be reclassified to an Office Technician position.

Motion 2020-17: Motion by Director Browning, seconded by Director Trygg to authorize the proposed changes to the 17th DAA Organizational Chart. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

Election of Officers

President Royal and Vice President Trygg were nominated at the January meeting to retain their Board officer roles. There were no further nominations.

Motion 2020-18: Motion by Director Romanello, seconded by Director Browning to close nominations and re-elect Director Royal as Board President and Director Trygg as Vice President. Motion carried unanimously, 8-0 (**Yes:** Directors Royal, Trygg, Browning, Emerson, Franks, McDonald, Romanello and Steele).

2020 Nevada County Fair – August 12 – 16, 2020

General Update: The team continues to look at Wednesday night arena event possibilities.

Pricing/Promotions: CEO Eidman reviewed prices and daily promotions for the 2020 Fair. The Board discussed several potential promotions for Friday of the Fair.

Selection process for Hall of Fame, Family of the Year, and Blue Ribbon: Information Officer Oaks shared the criteria for the Hall of Fame and Blue Ribbon award, as well as a list of past recipients of the three awards. She presented potential award nominees, as suggested by Fairgrounds staff, for Board consideration for the 2020 Family of the Year, Hall of Fame and Blue Ribbon award.

2020 Draft Horse Classic – September 17 – 20, 2020

CEO Eidman shared information about the entertainment offered at the 2020 DHC and that the DHC Committee will be meeting in February to further discuss options for the Harvest Fair.

2019 Country Christmas Faire – November 29-30 & December 1, 2020

CEO Eidman shared that 2020 CCF applications are now available for returning vendors.

CEO Report

CEO Eidman reported on the following

- The 2017/2018 audit is complete and the auditors will present findings at the March or April Board meeting. A 2019 audit/review will be discussed at the March meeting.
- Wendy Oaks has been offered the position of Deputy Manager.
- Shawn Fertig has accepted the position of Senior Maintenance Worker.
- A reminder to the Board to complete their training requirements.
- Information Officer Oaks will attend the new CEO Orientation, April 1 – 2, 2020.
- A review of Form 700 (Statement of Economic Interests) requirements.
- An update on the homelessness executive order.
- Shawn Fertig and Joe Farey of the Maintenance Team will attend Maintenance Mania in March.

Closed Session:

The Board adjourned to closed session with 5:47 pm for the purpose of considering: Personnel Matter – CEO Performance Evaluation (Gov. Code § 11126 (a)(1))

Reconvene into Open Session

The Board reconvened into open session at 6:30 pm. No action taken.

Director's Comments

- Director Franks invited the Board to attend the Livestock Producer's dinner on February 21.
- Director Browning discussed the importance of sharing with the board what was learned at convention and that there is an expectation from the Board to report out.
- Director Emerson requested that the budget workshop in March not be combined with the Board meeting because the meeting would be too long.
- By general consensus, the Board agreed to reschedule the Budget Workshop to March 19 from 2 – 6 pm in Ponderosa Hall.

New Business

- No new business.

Adjournment

With no further business, the meeting was adjourned on Tuesday, February 18, 2020 at 6:50 pm.

Patrick Eidman, Chief Executive Officer

Jeanette Royal, President of the Board