



AGENDA

Tuesday, May 21, 2013

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE 17TH DISTRICT AGRICULTURAL ASSOCIATION WILL BE HELD ON MAY 21, 2013 AT 4:00 P.M. IN THE BOARD ROOM OF THE NEVADA COUNTY FAIRGROUNDS.

Directors:

Director Tom Browning, President
Director Arnie Romanello, Vice President
Director Sandy Ballou
Director Karen Henderson
Director Simi Lyss
Director Bill Schultz
Director Shanti Emerson
Director Skip Lusk
Director Jeanette Royal

Note:

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the "Public Comment" portion and/or during the discussion of any particular item listed on the agenda. 1 2 3

- **Call to Order – President Browning**
Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.
- **Declaration of a Quorum**
- **Introduction of Guests and Staff**
- **Public Comment**
Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under the Board's jurisdiction. Please be informed that public participation under Public Comment will be limited to five (5) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such Public Comment item for business until and unless such item has been properly agendized at a future meeting.
- **Non-profit Food Booth Presentations and Consideration – Approval of Non-profit proposal to operate the Truck Rotary Booth for the 2013 Fair.**

- **Approval of Minutes – April 23, 2013**
- **Approval of Financial Report – April 2013**
 - Approval of Purchase Reimbursement Policy (2nd Reading) – Reimbursements for staff purchases for \$100 and under may be made out of petty cash fund with proper supporting receipts.
 - 2012 STOP (Statement of Operations) approved by the Department of Food & Agriculture.
- **Approval of 2013 Contracts**
 - Approval of Standard Agreements – April 2013
 - Hazard Agreements
 - Non-Hazard Agreements
 - Approval of Interim Contracts – March and April 2013
 - Approval of Judges Contracts – April 2013
 - Approval of Fair Vendor Contracts – April 2013
- **Correspondence**
 - Alta Sierra Elementary PTC – thank you
 - Rotary Club of Grass Valley – thank you
 - Mount Saint Mary Academy – thank you
 - Shelley Frost – Center for Animal Protection & Education – elephants at the Fair
- **Fair Report**
 - 2013 Arena Events – Approval of Wednesday – Farm & Ranch Night
 - Beer Concessions
 - The Pavilion Beer Booth - Update
 - Approval of Beer Concession Contracts
 - Competition Handbook – Approval of Master Showmanship Modification
 - Entertainment – Ground and Stage
 - Fair Employees – Job Fair – May 16 @ 10 AM – 4 PM – Main Street Center
- **Draft Horse Classic**
 - Approval of Hall of Fame Candidate – Doug Musso
 - Approval of Premium Book Changes
 - Marketing & Ticket Sales
 - Draft Horse Classic Highlight Show – schedule to air on RFD TV’s Rural Heritage program – June 7th.
 - Harvest Festival - Nevada County Grown – “Bounty of the County”
- **CEO Report**
 - Approval of Consent Calendar on future agendas
 - Strategic Planning Meeting – next steps
 - Approval of Mission and Vision Statements
 - Major Gift Initiative Project with the Nevada County Fairgrounds Foundation
 - Maintenance – Rotary Voluntary Work Day – May 4th
 - Publicity – new web site to go live on June 1st: <http://nevadacountyfair.com/wp/>
 - Proposal ~ Nevada County Fairgrounds – Preservation Award
 - Interim Events & Rentals
- **CEO Report (continued)**

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- Director & Staff Training – Sexual Harassment Training – June 18th @ 2 PM
- Department of Food & Agriculture
- Division of Fairs & Expositions
- California Fairs Services Authority – Safety Program
- Western Fairs Association
 - Directors Day and WFA Reception – California State Fair – July 18th
- California Fairs Alliance
 - Legislative Update SB 741
 - Administration Relations Committee
 - Department of General Services – ORIM Vehicle Assessments
 - State Fire Marshal
 - Fair Funding Committee
- **Deputy Manager Report**
 - Approval of policy regarding audio and/or video recording at Board of Directors meetings
 - 4-H Reunion
 - Ag Spierience
- **Nevada County Fairgrounds Foundation Report**
 - New Directors
 - Appreciation Picnic – Friday, July 19th
 - Beer Booth
 - Halloween Event
 - General Update on Foundation Activities
- **Director’s Comments**
- **New Business** – for information only and consideration as a future agenda item.
- **Adjournment**

- 1 Persons with disabilities who may require accommodations to attend the meeting are requested to contact the CEO’s office at (530) 273-6217
- 2 17th District Agricultural Association agendas can also be accessed on the web at: <http://www.nevadacountyfair.com>.
- 3 Questions regarding agenda items should be directed to the CEO’s office at (530) 273-6217.