

**MINUTES**  
**March 19, 2013**  
**17<sup>th</sup> District Agricultural Association**  
**Grass Valley, California**

**THE REGULAR MEETING OF THE BOARD OF DIRECTORS** of the 17<sup>th</sup> District Agricultural Association was held on Tuesday, March 19, 2013 at 4:00 p.m. in the Board Room of the Administrative Office of the Nevada County Fairgrounds.

**President Ballou called the meeting to order and declared a quorum at 4:10 p.m.** Directors present: Sandy Ballou, Arnie Romanello, Tom Browning, Shanti Emerson, Simi Lyss, Jeanette Royal and Bill Schultz.  
Excused Absence: Karen Henderson and Skip Lusk.

**Introduction of Guests and Staff**

CEO Sandy Woods, Deputy Manager Robin Hauck, Fairgrounds Foundation President Ed Mertens, Dan Prout and Jivat Mukhi were present.

**Nevada County Fairgrounds Foundation Report:**

- New director – Lenda Welz of Welz Family Childrens Foundation has been accepted to the Fairgrounds Foundation Board.
- Membership Structure and Fees – The membership fee structure has been redefined. Forms are available on the Foundations page of the Fair’s website.
- Cioppino Feed – March 2<sup>nd</sup> – Report – The Cioppino Feed went well with a sold out crowd and netted approximately \$12,000.00.
- Major Gift Initiative Project/Campaign – A committee will be formed of two Fair Directors, a couple of Foundation Board members and key Fair staff to work with Karen Wood in creating and implementing a Major Gift Initiative Campaign for the Foundation.
- Heritage Steer – Shane Green a FFA student and junior at Bear River High School will be raising the 2013 Heritage Steer for the Fairgrounds Foundation.
- Appreciation Picnic – The next event that the Foundation will be holding is the Appreciation Picnic that is a thank you to all of the Heritage Animal supporters.

**Election of 2013 Officers** – At the January 15, 2013 meeting Tom Browning and Arnie Romanello were nominated for president and Arnie Romanello was also nominated for vice president. The floor was opened for any other nominations.

**Motion 2013-14:** Motion made by Director Lyss, seconded by Director Schultz to close nominations for president and vice president and to elect Tom Browning as president and Arnie Romanello as vice president. Motion carried.

**Motion 2013-15: Approval of January 15, 2013 Minutes:** Motion by Director Romanello, seconded by Director Lyss to approve the minutes of the January 15, 2013 meeting. Motion carried.

**Motion 2013-16: Approval of February 28, 2013 Minutes:** Motion by Director Lyss, seconded by Director Ballou to approve the minutes of the February 28, 2013 meeting. Motion carried.

**Financial Reports:**

- **Review of the 2012 Statement of Operations (STOP)** – The Board received a copy of the 2012 STOP for their review and information.
- **Motion 2013-17: Approval of February 2013 Financial Report** - Motion by Director Ballou, seconded by Director Romanello to approve the February 2013 financial report. Motion carried.
- **Junior Livestock Auction (JLA) FYE 2012 Financial Report – Motion 2013-18:** Motion made by Director Schultz, seconded by Director Romanello to approve the JLA Financial report. Motion carried.
- **FYE 12/31/2012 Financial Review – Scinto Graziano, CPA’s** – The financial review is currently being processed.

**Approval of 2013 Contracts**

**Motion 2013-19:** Motion by Director Romanello, seconded by Director Lyss to approve the hazardous Standard Contracts written in January, February and March 2013. Motion carried.

**Motion 2013-20:** Motion by Director Ballou, seconded by Director Romanello to approve the non-hazardous Standard Contracts written in January, February and March 2013. Motion carried.

**Motion 2013-21:** Motion by Director Emerson, seconded by Director Romanello to approve the Interim Contracts written in January and February 2013. Motion carried.

**Correspondence:** Directors were provided copies of the following correspondence:

- Jerry Blair – Notice of Legal Representation to DAA’s
- United Way of Nevada County – thank you
- Elaine Sturgell – thank you
- The Blue Ribbon Foundation – thank you for donation to the Silent Auction during the WFA Convention.
- Charity Hoffman & Bobbi Chasin – request to bring karaoke back to the Fair

**Fair Report:**

- **2013 Arena Events**
  - **Knights of the Realm** – The proposed Wednesday night arena event, Knights of the Realm is not available. Staff is researching other events.
  - **2013 Bull Riding & Rodeo** – Jeff Davis of Four Star Rodeo Company has been contracted with to produce a Rodeo on Thursday and a Professional Bull Riding event on Friday.
- **Treat Street Food Booths** – Truckee Rotary will no longer be selling Lazy Dog Ice Cream out of their booth and are in the process of researching other items. Sidecar Scooter Angel Paws will sell Lazy Dog Ice Cream during the Fair.
- **Sponsorship Program** – The Board was provided the Fair Sponsorship Packages description for their information.

- **Junior Livestock Auction – Market Animal Entry Deadlines** – The mandatory deadline for Market Beef entries is 4:00 pm, Friday, April 5<sup>th</sup>.
  - **Competition Handbook** – no report.
  - **Annual Award Considerations**
    - Staff recommendations for annual awards are:
      - Hall of Fame – Art Whitney
      - Family of the Year – John and Cindy McIntosh & Family
      - Blue Ribbon Award – “Teacher Debby” Biddinger
- President Browning cast a unanimous ballot.

#### **Draft Horse Classic (DHC) Report –**

- **Strategic Planning Meeting Report**
  - **Succession Plan** – In the near future there will be several DHC staff who will be retiring. The Fair is actively searching for future replacements.
- **Admission and Fees** – Staff recommended to reduce the Reserved and General Advance Sale Evening Adult ticket price by \$2 and to leave all other prices the same as 2012.  
**Motion 2013-22:** Motion by Director Schultz, seconded by Director Lyss to approve the \$2 reduction in the evening Draft Horse Classic adult ticket price. Motion carried.
- **Premium Book Changes** – No changes at this time.
- **General Planning – Judge, Announcers and Music** – This years DHC judge is Gordy Ruzicka of Viking, Alberta. Paul Gingerich will be returning as the announcer along with Bonnie Reed. Doug Musso who provides the music has retired and staff is searching for a replacement.
- **Nevada County Grown – “Bounty of the County”** – Nevada County Grown is bringing a new event, Bounty of the County, to Saturday of the DHC. It is a food event where they will be pairing local chefs and BBQ experts with produce and meats of Nevada County Grown farmers and ranchers. The event will include music, vendors, demonstrations and children’s activities.

#### **CEO Report:**

- **ATM Status** – Staff is researching the costs of purchasing and permanently installing an ATM at the end of Treat Street near the Pine Tree Stage.
- **Interim Events & Rentals**
  - **11310 McCourtney Road Property** – An office in the Foundation Building is being rented gratis to Assemblyman Brian Dahle.
- **Department of Food & Agriculture – 2012/2013 State Allocation Program** – Class I through III+ fairs can submit a written request to receive an allocation of 20 percent of their original proposed 2011/2012 allocation.
- **Division of Fairs & Expositions (F&E)**
  - **Directors’ Handbook** – F&E’s Fair Directors handbook is available on-line. Directors received an email with the link.
  - **Directors Training – Ethics Orientation & Sexual Harassment** – Ethics Orientation is available on-line. Sexual Harassment will be Tuesday, April 16<sup>th</sup> at 2:00 PM in the Board Room.

- **California Fair Services Authority (CFSA)** – CEO Woods attended CFSA’s Strategic Planning meeting last week at Cal Expo.
- **Western Fairs Association Convention** – The Convention has received positive reviews and there was a good turn out.
- **California Fairs Alliance – Legislative Update** – Senate Bill 741 is seeking comprehensive regulatory reform for California Fairs. The bill addresses the reduction in regulatory oversight in audits, personal property and contracting.
  - **Department of General Services – ORIM Vehicle Assessments** – Working towards CFSA being able to provide vehicle insurance to the DAAs and getting the Department of Justice to authorize DAA’s to get outside insurance.
  - **State Fire Marshal** – Effective July 1, 2013 the State Fire Marshal will implement a rate change from \$140 per hour to \$263 per hour.
- **Strategic Planning Meeting – next steps** - Minutes of the Strategic Planning Meeting were emailed to the Board. Becky Bailey Findley has been asked for her advice on the next steps in moving ahead with the implementation of the plan and the Board will be advised accordingly.
- **Maintenance Projects** – The Maintenance Staff is currently removing the deck at the Music in the Mountain’s Pavilion. The Rotary Clubs have agreed to help in the pouring of a new concrete deck.
- **Rotary at Work Day** – The local Rotary Clubs will have their second annual Rotary at Work Day on Saturday, May 4<sup>th</sup> on the Fairgrounds. The local Lions’ Clubs will be participating this year as well. Projects include painting the horse barns, staining fences, upgrading the grandstand concession, box office and restrooms, tear down of the amphitheater, a new billboard, raking pine needles and planting trees.
- **Tri Counties Bank – debit card, credit cards, Certificate of Deposit** - Credit cards will be provided to replace the debit card account that was originally set up with Citizen’s Bank and \$250,000 has been transferred from LAIF to an investment account with Raymond James.

**Deputy Manager Report:**

- **Form 700 – Statement of Economic Interests** - Due April 1<sup>st</sup> – All Form 700’s have been filed with the Fair Political Practices Commission and the Department of Food and Agriculture.

**Directors Comments** – The following comments were made with no action taken:

- Ponderosa Hall kitchen floor
- Rental cleaning and damage deposits

**New Business**

- There was no new business.

With no further business, the meeting was adjourned at 6:10 p.m.

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Sandra J. Woods, CEO

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Tom Browning, President of the Board