



## Minutes

Tuesday, January 15, 2019

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE 17<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION WAS HELD ON JANUARY 15, 2019 AT 4:00 P.M. IN PONDEROSA HALL AT THE NEVADA COUNTY FAIRGROUNDS.

### Roll Call:

Directors Present: Steve Steele, Jeanette Royal, Shanti Emerson, Simi Lyss, Andrew Trygg, Tom Browning, Arnie Romanello, Jim Franks and Barbara McDonald.

**President Steele called the meeting to order and declared a quorum at 4:00 p.m.**

### Introduction of Guests and Staff:

Patrick Eidman, CEO; Wendy Oaks, Information Officer; and Larry McDonald, Nevada County Fairgrounds Foundation President.

### Public Comment on Items Not on the Agenda

Larry McDonald, President of the Nevada County Fairgrounds Foundation, thanked the Board for all their hard work.

### Consent Calendar

- A. Minutes, Board Meeting – December 18, 2018
- B. Interim Facility Rentals – December 2018, January 2019

**Motion 2019-1:** Motion by Director Trygg, seconded by Director Browning to approve Item B (Interim Facility Rentals). Motion carried, 7-0 with 2 abstentions (**Yes:** Directors Steele, Royal, Emerson, Lyss, Romanello, Browning and Trygg. **Abstained:** Directors Franks and McDonald).

**Motion 2019-2:** Motion by Director Trygg, seconded by Director Romanello to approve Item A with the following additions to the Closed Session verbiage – “Per guidance from CDFA Legal, no reportable

action was taken.” Motion carried, 7-0 with 2 abstentions (**Yes:** Directors Steele, Royal, Emerson, Lyss, Romanello, Browning and Trygg. **Abstained:** Directors Franks and McDonald because they were not members of the Board in December, when the action took place).

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

No Hazardous Agreements presented for approval.

### **Closed Session:**

The Board adjourned to closed session at 4:07 pm for the purpose of considering: Pending Litigation – Personnel Matter – Pending Litigation (Gov. Code § 11126 (a)(1))

### **Reconvene into Open Session**

The Board reconvened into open session at 4:17 pm

### **Introduction of New Directors**

Director Steele introduced new Directors Jim Franks and Barbara McDonald. Each Board member introduced themselves and shared their background and history with the Fairgrounds.

### **Review of Policies and Procedures**

The Board completed a second reading of CDFA’s Policies Applicable to DAA and approved those highlighted by CDFA as the “the most important that should be adopted.” The Board excluded policies 6.6.6 and 8.8.1, as they will be implemented at a later date. CEO Eidman reported that the two policies mentioned above have been shared with the Fairgrounds IT contractor for review and recommendations.

The Board agreed that the Governance Committee will go through the policies and further review the new policies and compare them to the existing policies in order to identify any potential changes that may be required.

**Motion 2010-3:** Motion by Director Browning, seconded by Director Royal to adopt the CDFA Policies Applicable to DAAs as presented:

- 1.2.1 Controlled Substances and Alcohol
- 1.2.7 Incompatible Activities Policy
- 1.2.9 Nepotism Policy
- 1.2.13 Electronic Mail Management Policy
- 2.1.1 Sexual Harassment Prevention Policy
- 2.1.2 Non-Discrimination/Complaint Procedure Policy
- 2.1.3 Pregnancy Discrimination
- 2.4.1 Reasonable Accommodation Policy
- 2.8.1 Violence, Threats of Violence, Hostility, and Bullying
- 4.4.1 Public Records Acts Requests

5.1.1 Attorney General Services Policy

5.2.1 Audit Office

9.2.18 Payment of Wages to Separated Employees

9.5.11 Telework Policy

9.6.1 Statement of Economic Interests – Form 700

9.7.1 Performance Appraisals and Individual Development Plans

Motion carried, 7-0 with 2 abstentions (**Yes:** Directors Steele, Royal, Browning, Emerson, Lyss, Trygg and Romanello. **Abstained:** Directors Franks and McDonald because they were not members of the Board during the first reading).

### **Finance Committee Report**

Director Trygg reported that CEO Eidman has presented an appropriately conservative 2019 budget for the 17<sup>th</sup> DAA.

CEO Eidman provided a more detailed review of the budget to the Board and a general discussion followed.

**Motion 2019-4:** Motion by Director Browning, seconded by Director Trygg to approve the 2019 17<sup>th</sup> District Agricultural Association budget. Motion carried unanimously, 7-0 with 2 abstentions (**Yes:** Directors Steele, Royal, Browning, Emerson, Lyss, Trygg, and Romanello. **Abstained:** Directors Franks and McDonald).

### **Capital Improvements Committee Report**

No report.

### **Concessions Committee Report**

No report.

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

No report.

### **Governance Committee Report**

The Governance Committee nominated Director Royal as Board President and Director Trygg as Board Vice President for the 2019 year. The Board will vote on the nominations, as well as accept open nominations, at the February Board meeting.

### **Interim Events Committee Report**

No report from the committee.

CEO Eidman reported that Guy Meyers of Mountain Aire Productions submitted an application for an Outdoor Sporting and Gun Show and that he requested to be included on the February agenda.

### **Livestock Committee Report**

Director Browning reviewed the following recommended changes to the Competition Handbook.

Recommendation #1:

Discontinue the Small Animal Silent Auction and add all market ready small animals, including market turkeys, broiler meat pens and rabbit meat pens to the Junior Livestock Auction.

Recommendation #2:

Per state and 4-H rules, disallow market eggs from being sold during the Nevada County Fair. Additionally, market egg exhibitors (under the age of 9) should not be “placed.”

Recommendation #3:

Permit the addition, and inclusion in the Competition Handbook, of small animal contests including: the avian and rabbit bowl, a poultry obstacle course, and/or a rabbit jumping competition provided the contests are organized by non-Fair staff and prizes provided by non-Fair sources.

Recommendation #4:

Change the upper pay weight limit on market steers from 1350 pounds to 1400 pounds. The book will now read, “Any steer weighing over 1,400 pounds will not be shifted from the Livestock Auction, but will not be paid for over 1,400 pounds.”

Recommendation #5:

Add an open dairy cattle class, Pairs of Females, in Division 451 – Grade or Unregistered Purebred Dairy Cattle.

Recommendation #6:

Add a feeder steer class in the Junior Beef Show, with weight limits and other class rules to be determined by Fair staff.

Recommendation #7:

Remove Class 2. Small Meat Breeds (white face, no brockle face) from Division 620. FFA Single Market Lambs and from Division 621 – 4-H/Grange Single Market Lambs

Recommendation #8

Add the appropriate divisions and classes to reintroduce a Junior Horse show, including showmanship classes, with exact classes and rules to be determined by Fair staff. Horse shall not be added as a species to Master Showmanship.

Recommendation #9

For the purposes of the owned and bred by divisions for market beef, market goats, market sheep and market swine, define first place as an exhibitor receiving Champion and define second place as an exhibitor receiving Reserve Champion so that the Competition Handbook will now read, “A cash prize of \$50 for Champion and \$35 for Reserve Champion will be awarded to the Junior exhibitor whose Champion or Reserve Champion market animal was also bred by the exhibitor.” Existing rules about the entry requirement still apply.

Recommendation #10:

Discontinue the practice of applying a “shrink” to the weights of market animals.

There was general Board discussion regarding the recommendations, including questions about the length of the Junior Livestock Auction if small animals are allowed to be sold in the auction (recommendation #1); and concerns about recommendation #8, and how to best safely manage the traffic flow and trailer parking that would be required for a horse show, as well as questions about staff expenses, and premium, award, and judging costs for the show.

**Motion 2019-5:** Motion by Director Browning, seconded by Director Romanello to approve the Livestock Committee's recommendations of changes to the Competition Handbook. Motion carried, 7-2. (**Yes:** Directors Steele, Franks, Browning, Emerson, Lyss, McDonald, and Romanello. **No:** Directors Trygg and Royal).

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

Director Trygg reported the following:

- The Foundation made a net profit of \$4,000 at the Country Christmas Faire.
- New officers were elected – Robin Hauck, President; Mike Novo, Vice President; Larry McDonald, Treasurer; and Karen Henderson, Secretary.
- Information Officer Wendy Oaks stepped down as Foundation publicist.
- The Foundation is doing its annual membership drive.
- The Cioppino Feed is March 2 and ticket prices increased this year to \$45/each.
- Directors Jim Drew, Kathy Pitts and Barbara McDonald resigned from the Board.
- New Board Director Joe Lester was elected.

### **Correspondence**

CEO Eidman shared a letter of appreciation from Aryl Helm, Breastfeeding Coalition of Nevada County.

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

CEO Eidman discussed the arena events for Thursday of the Fair and the ongoing challenges with finding an event that is profitable and would be appreciated by Fairgoers. He reviewed a proposal from All Star Motor Sports for a "crash carnival" motor sport activity on Thursday night. There was a general Board discussion regarding the event and other options (ranch rodeo, concert, and a dog splash event).

### **Music in the Mountains Contract**

CEO Eidman reviewed the 2019 contract. Director Trygg asked for a correction in Exhibit A, page 2. The TOTAL FEES should read \$20,650 instead of \$28,600.

**Motion 2019-6:** Motion by Director Browning, seconded by Director Lyss to approve the 2019 Music in the Mountains contract, with the change to Exhibit A to reflect the correct total fee. Motion carried, 7-0, with 2 abstentions. (**Yes:** Directors Steele, Royal, Browning, Emerson, Lyss, Trygg, and Romanello. **Abstain:** Directors Franks and McDonald).

### **CEO Report**

CEO Eidman reported on the following:

- Fairgrounds LED Lighting Project is near completion. The project will provide significant savings to the Fairgrounds once it is complete.
- The deferred maintenance doors project is complete.
- An overview of the Board training requirements and a reminder to complete the requirements.
- A reminder that the WFA Conference is January 20 – 23, 2019 in Reno.

### **Director's Comments**

- Director Trygg expressed that security of the office staff is of utmost importance and needs to be addressed before Fair.
- Director Emerson stated that she will be absent from the next meeting.
- Director Royal noticed an increase in rentals for weddings and encouraged increased marketing/promotion of the buildings for rent. She also requested that a reminder be sent to all Board members when the Board packets have been mailed.
- Director Franks thanked the Board for all the information. He also invited the Board to the Livestock Producers dinner on February 22.
- Director Browning requested the seating at the Board meeting be arranged differently so that the Board doesn't have its back to the audience. He also requested an updated email/contact list be sent to the Board.
- Director Lyss thanked Director Steele for his two years of service as Board president.

### **New Business**

No new business

### **Adjournment**

With no further business, the meeting was adjourned on Tuesday, January 15, at 6:50 pm.

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Patrick Eidman, Chief Executive Officer

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Jeanette Royal, President of the Board