

**MINUTES OF BOARD
MEETING**

20th DISTRICT AGRICULTURAL ASSOCIATION
Gold Country Fairgrounds and Event Center
1273 High Street, Auburn, California 95603
(530)823-4533

MEETING DATE & LOCATION

Thursday March 25, 2021 @ 6:00PM
Auburn Host Lions Building
1273 High Street, Auburn, CA 95603
Notice and Agenda available on internet at www.goldcountryfair.com

TELECONFERENCE MEETING

Boards may meet by teleconference. (§11123) For the purposes of the Act, 'teleconference' means a meeting of a state body, the members of which are at different locations, connected by electronic means, through either audio or both audio and video. (§11123(b) (2)) This would include telephone conference calls, webinars, webcasts, and Skype.

Teleconference location: Auburn Host Lions Building – 1273 High Street, Auburn, CA 95603

Phone number: 530-214-9244

PUBLIC COMMENT

Any member of the public wishing to address the Board on any matter listed on this agenda has a right to do so and will be afforded such opportunity when the Board is considering that agenda item. In addition, if a member of the public wishes to address the Board on a matter not listed on the agenda, you will be given such opportunity during the Public Comment item on the agenda. The Board President has the right to limit the time for public comment to a maximum of three (3) minutes or less to proceed with the agenda of the day and/or to place the item on the agenda (as an action item) of a subsequent meeting. Total time allotted for public comment is fifteen (15) minutes maximum.

AMERICANS WITH DISABILITIES ACT

All Board meetings must be accessible to the physically disabled. Any person needing a disability-related accommodation or modification in order to attend or participate in any Board or Committee meetings or other Gold Country Fair activities may request assistance by contacting Karlee Long at Gold Country Fair Office.

AGENDA

- I. **CALL TO ORDER:** President Parnell

- A. All matters noticed on this agenda, in any category, may be considered for action as listed. Any item not so noticed may not be considered. Items listed on this agenda may be considered in any order at the discretion of the President.

II. PLEDGE OF ALLEGIANCE Director Carson

III. ROLL CALL OF BOARD MEMBERS

Director Present: Director Bedwell (Teleconference), Director Carson, Director Durand (Teleconference), Director Ebbert, Director Johnson, Director Macon, President Parnell, Director Sands, Director Smith (Teleconference)
 Directors Absent: None
 Staff Present: Don Ales – CEO and Karlee Long – Events & Exhibits Coordinator

IV. PUBLIC COMMENT:

- A. Since items under Public Comment are not listed and publicly noticed on the agenda, please be advised that the Board cannot discuss or take any action at this meeting.
1. None to be considered

V. CONSENT CALENDAR:

- A. Approval of Meeting Minutes as written:
1. Board Meeting Minutes dated February 25, 2021
- B. Approval of Expenditures, Home Depot, Cal Card
1. See Checks and Payments Report
- C. Approval of Monthly Financials
- D. Approval of the following Agreements
1. F-31 Interim Rental Agreements: 21-55, 21-56, 21-57, 21-59, 21-62, 21-63, 21-64
 2. Standard Contracts: 21-01, 21-02
- E. Refunds: None to consider
- F. Excusal of Director Absences: None to consider

Director Sands made a motion to accept the Consent Calendar, excluding the minutes dated February 25, 2021; Director Johnson seconded the motion.

Board Member	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Debby Bedwell (teleconference)	X		
Mike Carson	X		
Julia Durand (teleconference)	X		
Dave Ebbert	X		
Peg Johnson	X		

Samia Z. Macon, DVM	X		
Luke Parnell	X		
Tim Sands	X		
Ray Smith (teleconference)	X		

Director Sands explained that he has a concern with moving the Board Meetings to the fourth Wednesday of the month from the fourth Thursday of the month. He would like his vote in the minutes to reflect "No." Director Sands believes that having the meeting on Thursday will give a chance for Directors to attend the Farmers Market. Director Sands explained that CEO Ales and President Parnell run the meeting well and the meeting has become shorter. There are volunteers who can maintain the Farmers' Market during the meeting. Director Sands asked the Board to reconsider their vote.

CEO Ales explained that from a staff perspective, we would be willing to continue the meetings on Thursdays, as long as the Board understands there may be times when staff will have to step out to deal with issues at the Farmers' Market.

Director Bedwell (Teleconference) asked if the Board should consider moving the meeting to an earlier time.

Director Carson asked that the Board consider taking other Directors non-flexible schedules into account. Director Carson explained that some Directors are only available at the 6PM time frame. He agreed that the they day change will benefit the Farmers' Market.

Director Sands said that the believes 6PM is a better time to host the meeting, as it allows staff to get the Farmers' Market up and running prior to starting the meeting.

Director Sands made a motion to change the meetings to the fourth Thursday of the month from the fourth Wednesday of the month, to return where it has historically been; Director Johnson seconded the motion.

Board Member	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Debby Bedwell (teleconference)	X		
Mike Carson	X		
Julia Durand (teleconference)	X		
Dave Ebbert	X		

Peg Johnson	X		
Samia Z. Macon, DVM	X		
Luke Parnell	X		
Tim Sands	X		
Ray Smith (teleconference)	X		

VI. HERITAGE FOUNDATION:

A. Update: Gold Country Fair Heritage Foundation (GCFHF) Director Jack Haugen explained that the Cinco de Mayo Golf Tournament is coming up on May 5th. GCFHF Director Jack Haugen explained that there are some projects being worked on throughout the fairgrounds. The Auburn Host Lions Building drywall is starting tomorrow. The Placer Building roof has been started. GCFHF Director Jack Haugen said that he is working with Director Macon to take down the ceiling. GCFHF Director Jack Haugen expressed that he does not have specific information on the tournament, as he is not as involved as he wants to be. He believes that most of the golfer spots have been filled and almost all sponsors have been secured.

VII. COMMITTEE AND STAFF REPORTS:

A. CEO Report:

1. Gold Country Pro Rodeo Follow-Up

a. CEO Ales explained that at the last meeting there were many great discussion points brought up. CEO Ales said he met with the promoters of the rodeo. They do not believe that it will work to have the rodeo the same weekend as the Fair. They also do not want to have the rodeo the weekend before the Fair because that is the backup date for Folsom Pro Rodeo. CEO Ales expressed that in a couple weeks he will follow up with the promoters of the rodeo to see if they are interested in hosting the rodeo on the first weekend of August, August 7-8th. The promoters have said that they would like to host the rodeo in 2021, but they do not want to host the rodeo if it is not what their guests will expect. If it does not work out, the rodeo will reschedule for April 2022.

2. Board of Supervisor Meeting Review

a. CEO Ales directed the Board to pages 38-43 of the packet. He explained that he and President Parnell met with the Board of Supervisors individually, then CEO Ales gave a presentation at the Board of Supervisors meeting on March 9th. CEO Ales asked the Fair Board to vote on a resolution for the agreement between the County of Placer and the 20th District Agricultural Association. The resolution and meeting minutes will be sent to the County of Placer tomorrow.

Director Sands made a motion to approve the resolution to accept the Agreement between the County of Placer and the 20th District Agricultural Association; Director Bedwell (Teleconference) seconded the motion.

Board Member	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Debby Bedwell (teleconference)	X		
Mike Carson	X		
Julia Durand (teleconference)	X		
Dave Ebbert	X		
Peg Johnson	X		
Samia Z. Macon, DVM	X		
Luke Parnell	X		
Tim Sands	X		
Ray Smith (teleconference)	X		

Director Bedwell (Teleconference) noted that the agreement is listed on the formal agenda for the Board of Supervisors meeting on March 30th.

3. Form 700
 - a. CEO Ales said that this is a requirement for the State of California. This form must be submitted by April 1, 2021. CEO Ales said most of the Directors have submitted their form, but those who have not completed their form, please make it a top priority.
4. CDFA Online University Update
 - a. CEO Ales explained that this is another requirement of the State of California. There are a few Directors that are behind in completing the trainings, but many Directors have completed their courses or are in progress. The critical training is the ethics course. CEO Ales noted that at the last meeting it was discussed that the SANS courses were not all operational. CEO Ales said that they are now all operational.
 - b. Director Ebbert said that he only just received his ethics certificate this week, when he completed the course a month ago.

- c. CEO Ales responded if you email him a copy of your ethics, he will upload it for you.
 - d. Director Durand (Teleconference) asked does the last program not save if your do not complete it in one sitting?
 - e. CEO Ales responded that the issue was some people lost their progress when they tried to stop and save.
 - f. Director Durand (Teleconference) noted that she had to restart the program a few times.
 - g. CEO Ales explained that if you complete it in its entirety, then it will process correctly.
 - h. Director Durand (Teleconference) asked if the SANS portion is required?
 - i. CEO Ales said that it is required.
 - j. Director Bedwell (Teleconference) explained that she completed her portion and it worked.
5. 2021 Gold Country Fair
- a. Theme
 - b. CEO Ales expressed that after an online contest, suggested by Director Sands, the 2021 Theme is "The Show Goes On." CEO Ales said that there will be a donkey coming on May 1st or sooner to visit various businesses around town. Those who are first to locate the donkey will win tickets to the fair. CEO Ales said we will also be having another sticker this year, hopefully with the help of Director Macon's daughter. CEO Ales reported that a new company in town plans sell t-shirts at the fair. They will be able to go to their shop and make more shirts to replenish their supply. This will decrease the risk of overstock. CEO Ales mentioned that people are excited and starting to sign up. CEO Ales also said that he has spoken with Butler Amusements. They are planning for 80-85% of their carnival size. It will not be noticed for our carnival as it is smaller than most carnivals. There will only be a difference of 1-2 rides.
6. Shuttered Venue Operators Grant
- a. CEO Ales updated the Board on the current status of the Shuttered Venue Operators Grant (SVOG). CEO Ales is trying to secure funding for the fairgrounds, based on money that has been made available by the federal government. CEO Ales explained that the fairgrounds is all set up within the SAM.gov system, which is a government grant system. The fairgrounds has a DUNS number and a CAGE number. The final webinar is on March 30th and applications open on April 8th. CEO Ales announced that he received an email today that fairgrounds may not be eligible. He does not have additional information on that. The information was provided by International Association of Fairs and Expositions (IAFE). CEO Ales explained that he will email the information to the Directors tomorrow and how they can help by contacting the congressmen/women involved in narrowing the focus of the SVOG. CEO Ales will still continue with the application process and report back at the next board meeting.

B. Committee Assignments:

- 1. Buildings & Grounds

a. Auburn Host Lions Building

Director Carson explained that there has not been much progress. They have been waiting for the weather to warm up for painting. Director Carson thanked GCFHF Director Jack Haugen for getting the rough plumbing and electric completed. The drywall will be installed tomorrow. Director Carson expressed that they are still making progress on the project inside, but not as much outside as he had hoped.

VIII. CORRESPONDENCE:

- A. Items provided via email to Directors with copies available at meeting.
 - 1. PMIA/LAIF Performance Report
 - 2. Article from Marilyn Jasper in regards to Rodeo Contract Negotiations

IX. FINANCIALS: Moved to after New Business

- A. Finance Committee to discuss monthly finance report.

Director Bedwell (Teleconference) explained that there were no unexpected changes in our financial performance.

Director Bedwell (Teleconference) explained that the cash (Money Market) stands at \$184,804. The cash is depleting as projected in Cash burn analysis resulting from revenue sources and sponsorships being diminished due to COVID restrictions.

Director Bedwell (Teleconference) expressed that on page 21 GL 48000 the rental revenue down by \$7,977. This is primarily offset by increase in parking revenue which will not be reoccurring.

Director Bedwell (Teleconference) said that on page 21 GL 49520 the operating revenue down by \$29,396. This is primarily a result of a decline in sponsorship revenue.

Director Bedwell (Teleconference) explained that on page 22 the total expenses down by \$25,533. This is a result of early expense controls put in place last year.

Director Bedwell (Teleconference) said that on page 23 net income is positive by \$544.57.

X. OLD BUSINESS:

- A. 2021 Committee Assignments for Directors
 - 1. President Parnell explained that the Directors will be emailed with their committee assignments. If any Directors have not emailed him please do so soon, so he can finalize the committee assignments.
- B. Policy Manual Updates
 - 1. President Parnell said that the Policy Manual updates have not been completed and will be reviewed at a future date.

XI. NEW BUSINESS:

- A. Charitable Use Grant Application – Placer Nature Center
 - President Parnell asked for a staff recommendation from CEO Ales.
 - CEO Ales explained that the only costs associated with the rental are the labor cost of maintenance employees to prepare the area. The impact to the actual fairgrounds is minimal as they are only bringing their bikes in to ride. CEO Ales said there is not much going on and it would be nice to have a contribution towards the hard costs, which are related to cleaning. CEO Ales recommends

that the Board have the Placer Nature Center cover the cost of labor to prepare for the event.

Director Carson asked if there is any power costs related to the event?

CEO Ales said that there is not any power costs.

Director Carson asked if it a drive thru event?

CEO Ales said that it is a drive thru event with their bikes. He mentioned that they may stay and visit/eat. It would be the garbage they create.

CEO Ales announced that is bicycles not motorcycles.

Director Ebbert asked how many people will attend.

President Parnell asked for clarification of what the normal rental rate would be on this venue?

CEO Ales responded that the rental fee would be \$650.

President Parnell asked what the cleaning costs would be.

CEO Ales said that cleaning costs would be about \$250.

President Parnell announced that the request is to grant free use of the fairgrounds.

Director Carson asked what the time frame would be?

CEO Ales said the event will take place during the late morning to early afternoon.

Director Carson noted they may be here during Old Town Pizza's operating hours which would promote their restaurant.

Director Carson made a motion to approve the Charitable Grant application with the rental fee of up to \$250 dollars to cover labor and expenses related to preparation; Director Sands seconded the motion.

Board Member	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Debby Bedwell (teleconference)	X		
Mike Carson	X		
Julia Durand (teleconference)			X
Dave Ebbert	X		
Peg Johnson	X		
Samia Z. Macon, DVM	X		
Luke Parnell	X		
Tim Sands	X		

Ray Smith (teleconference)	X		
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XII. **RECOGNITION OR CELEBRATION:** None to Consider

XIII. **MATTERS OF INFORMATION:**

A. CEO Comments: None

B. Director/Staff Comments:

Director Bedwell (Teleconference): None

Director Durand (Teleconference): Don I stopped by the drop off the Form 700 but the office was closed. I will mail or email tomorrow.

CEO Ales responded that email would work.

Director Smith (Teleconference): None

Director Macon: None

Director Ebbert: None

Director Carson: I am looking forward to getting everyone together and getting back to some normalcy.

Director Sands: Farmers' Market is coming back on April 15th. This will be the opening and ribbon cutting. CEO Ales is now an Auburn Chamber Ambassador.

Director Johnson: None

President Parnell: None

C. Board Meeting Dates:

1. Thursday, April 22, 2021

2. Thursday, May 27, 2021

XIV. **ADJOURNMENT** : President Parnell adjourned the meeting at 6:45 pm.

The Board of Directors may or may not act on all items appearing on this agenda. Further information regarding this regularly scheduled meeting of the Board of Directors for the 20th District Agricultural Association may be obtained by contacting the Chief Executive Officer at 1273 High Street, Auburn, CA 95603, telephone 530-823-4533. Date of Notice March 12, 2021.



Don Ales, CEO

3/26/2021

Date



Luke Parnell, President

3/26/2021

Date