

FOURTH DISTRICT AGRICULTURAL ASSOCIATION

175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952

January 11, 2017

The regular meeting of the Sonoma-Marín Fair Board of Directors was held in the Administration Board Room, Petaluma, California at 3:00 PM.

DIRECTORS PRESENT: Dominic Grossi, Ruth McClure, Dr. Lois Moore, Herm Benedetti, Jeff James, Nicole Marzo and James Burluson.

DIRECTORS ABSENT: M/s/c Directors Grossi and Benedetti to excuse Director Nicole Lim per *California Food and Agriculture code 3967*.

STAFF PRESENT: Erin Post, CEO

GUESTS PRESENT: None

APPROVAL & ADOPTION OF AGENDA: *M/s/c Directors James and Moore to approve Agenda.*

PUBLIC COMMENT: None

CORRESPONDENCE: Correspondence was distributed.

CONSENT AGENDA: *M/s/c Directors Benedetti and Moore to approve the Consent Agenda with corrections to the November 16, 2016 meeting minutes.*

- A. Minutes from November 2016 Board Meetings
- B. Rental Agreements
- C. Standard Agreements

COMMITTEE REPORTS:

FINANCE: Director McClure reported that there will be one CD expiring on January 29, 2017. Committee members will review rates provided by BA Gravelle at maturity. The Committee reviewed financials from November 2016 as well as the draft December 2016 Financials. Director James asked about the revenue for both rental of Herzog and Beverly C. Wilson (BCW) halls. CEO Post explained that even though the building individually may have been rented and produced revenue of the budget amount, depending on the typed of event rental, it can sometimes get bundled in as a 'grounds rental.' The grounds rental (as of 11/2016) was over budget by approximately \$19,000. Director McClure asked for the \$8,277.88 expense in 'Equipment Expenses,' BA Gravelle clarified that this was purchase of three new ATM's for the Fair as approved in November by the Finance Committee and Board. All of the committee members spent some time reviewing the addition of the GASB 68 requirements, which created some additional accounts, where this pension liability is to be recorded (as required by the CDFA). These included the 'Pension Expense' of \$604,221, and a few additional accounts that we were mandated to create to account for the liability moving forward. This is also reflected in the Employee Benefits account, because the GASB rules dictate where and how these are reflected on the Income Statement.

M/s/c Director's Grossi and Marzo to approve all November and DRAFT December Financials as presented.

ENTERTAINMENT/PUBLICITY: CEO Post shared the theme artwork with the Board- minor edits were suggested.

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| BUILDINGS & GROUNDS: | Director Benedetti reported that the committee had met with Caleb Newberry, the owner of Skip Domingo’s Auction to review rent requests made by the tenant. No decisions had been made at that time. |
| COMPETITIVE & COMMERCIAL EXHIBITS: | None |
| FARMERS DAY: | None |
| GOALS & LONG RANGE PLANNING: | The committee report would be covered during closed session. |
| LEGISLATIVE: | Director Moore reported that much of the legislative action plan for California Fairs would be determined at the upcoming Western Fairs Association Convention the following week. |
| MILK BARN COMMITTEE: | None |
| AD HOC WORLD’S UGLIEST DOG® COMMITTEE: | None |
| AD HOC FRIENDS OF THE FAIR COMMITTEE: | None |
| OLD BUSINESS: | None Reported |
| NEW BUSINESS: | <p>Temporary Fair Manager: CEO Post reported that she and Board President McClure had discussed potential options for filling her positions during maternity leave. The Board agreed that having a temporary CEO during the Fair would be ideal and suggested CEO Post reach out to possible fill-ins to help cover this time. CEO Post will report to the Board in February regarding progress.</p> <p>2017 Committee Members: The Board discussed Committees and the members of committee for the 2017 year. The following membership was agreed to:</p> <p><u>Standing Committees</u> Buildings & Grounds Directors Benedetti, Burleson Competitive & Commercial Exhibits Directors McClure, Marzo Entertainment/Publicity Directors Marzo, Grossi Executive..... Directors Grossi, McClure, James and Moore Finance..... Directors Moore, James Goals & Long Range Planning Directors Burleson, Grossi LegislativeDirectors Moore, Lim</p> <p><u>Ad Hoc Committees</u> Ad Hoc World’s Ugliest Dog®Directors James, Lim Ad Hoc Friends of the Sonoma-Marin Fair.....Directors James, Lim</p> <p><u>Committees with Board Representation</u> Farmers' Day Committee RepresentativeDirector Grossi Milk Barn Board TrusteeDirector Benedetti</p> |
| CEO REPORT: | CEO Post reported that staff is doing well and beginning to wrap up 2016 and prepare for the 2017 Sonoma-Marin Fair. In industry related issues she sought input from the Directors relating to cannabis events. These types of events are becoming more prevalent and she anticipates that their office will be approached by a promoter in the |

coming days and weeks. She updated the Board on progress for the 2017 Fair, including that entertainment had been confirmed and that we would have the drive-thru breakfast on Senior Day.

**FOR YOUR
INFORMATION:**

The Board reviewed the Interim Events Calendar for 2017.
Next Board Meeting – Wednesday, February 15th, 2017

CLOSED SESSION:

Entered a 4:00 p.m. and concluded at 4:45 p.m. No action was taken.

ADJOURNMENT:

M/s/c Directors Marzo and Grossi to adjourn the meeting at 4:45 PM

Respectfully submitted,

Ruth McClure
Board President

Erin Post
Chief Executive Officer