

**FOURTH DISTRICT AGRICULTURAL ASSOCIATION**  
 175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952  
**August 15, 2018**

The regular meeting of the Sonoma-Marin Fair Board of Directors was held in the Board Room on the Administration Office on the Fairgrounds of the 4<sup>th</sup> District Agricultural Association, Petaluma, California at 3:00 PM.

**DIRECTORS PRESENT:** Directors McClure, James, Moore, Benedetti, Ghirardelli, Grossi, Parks

**DIRECTORS ABSENT (Excused):**

Director Burleson  
*M/s/c Directors Ghirardelli and James*

Director	Aye	Nay	Abstain
McClure, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli	X		
Director Grossi	X		
Director James	X		
Director Marzo	X		
Director Moore	X		
Director Parks	X		

**STAFF PRESENT:** Allison Keaney, CEO

**GUESTS PRESENT:** none

**The meeting was called to order at 3:02 by Director McClure, President.**

**APPROVAL & ADOPTION  
 OF AGENDA:**

*M/s/c Directors Moore and Benedetti to approve the Agenda as presented.*

Director	Aye	Nay	Abstain
McClure, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli	X		
Director Grossi	X		
Director James	X		
Director Marzo	X		
Director Moore	X		
Director Parks	X		

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** Correspondence was distributed.

**CONSENT AGENDA:**

*M/s/c Directors Benedetti and Parks to approve the Consent Agenda.*

- A. Minutes from July 2018 Board Meeting
- B. Rental Agreements
- C. Standard Agreements

Director	Aye	Nay	Abstain
McClure, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli	X		
Director Grossi	X		
Director James	X		
Director Marzo	X		
Director Moore	X		
Director Parks	X		

**COMMITTEE REPORTS:**

**FINANCE:**

Director James reported clarifications the committee’s review of the finances for June finalized reports and August reports, including a year over year decrease in parking revenue BCW rentals. The committee also reviewed the CD aging activity and reinvestment and the 2019 Budget process.

*M/s/c Directors James and Grossi to approve the Finance Report.*

Director	Aye	Nay	Abstain
McClure, President			
Director Benedetti	X		
Director Burleson			
Director Ghirardelli	X		
Director Grossi	X		
Director James	X		
Director Marzo	X		
Director Moore	X		
Director Parks	X		

**BUILDINGS & GROUNDS:**

The committee reported on the sewer project led by CFSa as part of the state Deferred Maintenance program, main gate project and wiring repair, the roof of the Community building, landscaping plans, and the recent evacuation center support offered by the Fairgrounds.

**EXHIBITS & LOCAL RULES:**

NONE

**COMMERCIAL & CONCESSIONAIRE:**

None

**ENTERTAINMENT:**

The committee met with Wilson Entertainment to review the entertainment selection process and timeline for the fair. Additional

entertainment options were explored including late night entertainment and “low production” stage acts.

**PUBLICITY:** None

**GOALS & LONG RANGE PLANNING:** None

**LEGISLATIVE:** None

**POLICY:** None

**MILK BARN COMMITTEE:** None

**FARMERS DAY:** None

**OLD BUSINESS:** A. A visit by CDFA Director Karen Ross was confirmed for November, 2018.  
B. James Burleson attended the “Friends of Kenilworth” meeting but was not present to report.

**NEW BUSINESS:** A. IAEF Convention: Travel to Texas is reimbursable by the state of California.  
B. Volunteer Appreciation Dinner will be held October 18, 2018. Two Rock 4-H has already been contracted to help with the dinner. The Board will assist with cooking the chicken. Iya will return on September 10 and will update volunteer records and assist with planning the dinner.

**CEO REPORT:** Interim & Permanent Rentals: CEO Keaney reported the design and use of the new interim rental pre/post walk-through tools with maintenance to better care for the facilities by withholding fees when necessary.

Staff Updates: Exhibit Rep position is closed with 5 candidate being submitted to HR for eligibility. Performance appraisals and development plans should be completed by 8/31/18.

Sonoma-Marin Fair: 2018 fair debrief with staff is complete. CEO presented previously discussed fair themes and recommended an anniversary theme, “8 Decades of Fun” or “80 Years of Fun” and showcasing a different decade in a different area in the fairgrounds, starting with the 40’s.

CEO Schedule: CEO Keaney shared her scheduled of key meetings and fair visits.

**FOR YOUR INFORMATION:**

Next meeting will be September 19, 2018 at 3:00pm.  
Interim events calendar was reviewed.

**CLOSED SESSION:**

Real Property Negotiations Pursuant to California Government Code Section (§ 11126(c)(7) regarding fairgrounds lease of property at 175 Fairgrounds Drive (Assessor's Parcel Numbers 007031004 and 007031005) from the City of Petaluma. Conference with Committee members James and Grossi. Negotiating parties: John Brown and Ingrid Alverde. Under negotiation: Usage options of property.

**ADJOURNMENT:**

*M/s/c by Directors Benedetti and Parks to adjourn the Meeting at 4:05pm.*

Respectfully submitted,

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Ruth McClure  
President

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Allison Keaney  
Chief Executive Officer