

Friends of the Sonoma-Marín Fairgrounds

175 Fairgrounds Drive, Petaluma, CA 94952

MEETING MINUTES

February 3, 2021

1. **CALL TO ORDER:**

I. The meeting was called to order by Allison Keaney, CEO of the 4th DAA.

2. **ROLL CALL:**

I. The following Directors of the 4th DAA Board were present: Dominic Grossi, Nicole Marzo, Ruth McClure, Dr. Lois Moore, Michael Parks.

3. **CORRESPONDENCE:** *(Informational/Non-Action item)*

Allison Keaney announced that the following documents had been completed, files where applicable, and available for review upon request:

- I. Articles of Incorporation
- II. Bylaws
- III. Law Offices of Kahn, Soares, and Conway (letters)

4. **NEW BUSINESS ITEMS:** *(Discussion/Action by Board)* Allison Keaney provided an overview of the organization including the following items:

- I. Selection of Directors
- II. Election of Officers (Chair, Vice Chair, Secretary, Treasurer)
- III. Development of Committees & Selection of Committee Chairs
- IV. Organizational Issues:
 1. Organizational Purpose: to raise funds to support the Sonoma-Marín Fairgrounds, its projects, and initiatives for ag, education, and community.
 2. Start Up activities: open bank account, select Board members, establish communication channels, create membership program,
 3. Principal Executive Office Location: will be the Fairgrounds address for now; can change to its own P.O. Box.
 4. Potential Projects: Herzog Kitchen, garden demo areas, building repairs.
 5. Communication: establish Facebook page, email address, web page.
- V. Non-Profit Status Update: Will be a few months before tax exempt status is awarded by the IRS.
- VI. Establish Financial Accounts and Signers

Moved/Second/Approved by Director Moore and Director Parks to open a bank account with Exchange Bank with signers Dominic Grossi, Allison Keaney, and Michael Parks.

Name	Yea	Nay	Abstain
Grossi, Dominic	X		
Marzo, Nicole	X		
McClure, Ruth	X		
Moore, Lois	X		
Parks, Michael	X		

VII. Membership: to be designed by a committee and membership chair.

5. **MATTERS OF INFORMATION:** *(Informational/Non-Action Items)*

a. Director's Comments: Director Parks and Director Grossi share the importance of participating,

- urgent action, and using the communication channels made available with the City.
- b. Information will be shared on a specified "Friends of the Fairgrounds" page on the Fairgrounds' website.
- c. Next Scheduled Meeting: Wednesday, March 3, 2021.

6. ADJOURNMENT:

- I. With no further business the meeting was adjourned at 5:25 PM.

Signed:

Michael Parks, Director

Allison Keaney, Secretary