



175 Fairgrounds Drive, Petaluma, CA 94952 • 707-283-3247

BOARD OF DIRECTORS MEETING

SONOMA-MARIN FAIRGROUNDS

Meeting will be held in the Admin Office Board Room

Zoom link is as follows:

<https://us02web.zoom.us/j/87675772903>

Meeting ID: 876 7577 2903

November 16, 2022

3:00 PM

MISSION STATEMENT - The Sonoma-Marin Fair promotes and showcases agriculture, while displaying the diverse talents, interests and accomplishments of the residents of California, especially the youth of Sonoma and Marin Counties. This is achieved by providing educational, entertainment and recreational opportunities for the general public, while continually striving towards enhancing the promotion and preservation of California’s agricultural heritage.

AGENDA

I. CALL TO ORDER – President Moore

II. ROLL CALL

III. APPROVALS

A. Approval of Agenda

Motion: _____ *Second:* _____

IV. PUBLIC COMMENT - Limited to 5 minutes per person

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to 5 minutes. Please note that pursuant to California State Law, the Board is prohibited from taking action on any item not listed on the agenda.

V. CONSENT AGENDA - Any item requiring lengthy discussion will be moved to New Business prior to approval of Agenda

- A. Minutes of September Finance Committee Meeting
- B. Minutes of September Board Meeting
- C. Minutes of October Board Meeting
- D. Rental Agreements
- E. Standard Agreements

Motion: _____ *Second:* _____

VI. CORRESPONDENCE - Will be presented

VII. DIRECTOR REPORTS

175 Fairgrounds Drive, Petaluma, CA 94952 • 707-283-FAIR (3247) • 707-283-3250 (fax) • info@sonoma-marinfair.org

VIII. COMMITTEE REPORTS - The Board may take approval action of committee reports.

- A. **Finance** Directors McClure and James *Action Items*
 - 1. Expenditures – October 2022
 - 2. Trial Balance – October 2022
 - 3. Income Statement – October 2022
 - 4. Discussion and adoption of 2023 Budget

- B. **Buildings & Grounds** Directors Parks and Benedetti
 - 1. Discussion and approval of proposed interim rental rates and interim rental policies *Action Item*
 - 2. Discussion and possible action regarding alcohol management services for interim rental events *Action Item*
 - 3. Discussion and approval of proposed rental agreement with Richard Home for a haunted house in Main Exhibit Building, October, 2023 *Action Item*
 - 4. Discussion and possible action regarding projects related to inspection by state fire marshal *Action Item*
 - 5. Other reports

- C. **Exhibits & Local Rules** Directors McClure and Ghirardelli
- D. **Commercial & Concessionaire** Directors James and Benedetti
- E. **Entertainment** Directors Ghirardelli and Marzo
- F. **Publicity** Directors Grossi
- G. **Goals & Long-Range Planning** Directors Grossi and Parks
- H. **Legislative** Director Marzo
- I. **Milk Barn Committee Rep** Director Benedetti
- J. **Farmer’s Day** Director Grossi
- K. **“Friends of the Fairgrounds” Report** Director Parks
- L. **Executive Committee** President Moore, Directors Parks, James and Ghirardelli

IX. OLD BUSINESS

- A. 2023 Nominating Committee Report – Jeff & Ruth – approval of slate of officers announced at October Board Meeting, *Action Item*
 - President-Mike Parks
 - Vice President-Dayna Ghirardelli
 - 2nd Vice President-Dominic Grossi
- B. Approval of 2023 Sonoma-Marin Fair logo, *Action Item*
- C. CDFA Regional Training, Auburn, Monday, November 7th – Nicole & Ruth

X. NEW BUSINESS

- A. Approval of CEO Personnel Agreement with Tawny Tesconi *Action Item*
- B. Discussion and approval of personnel overtime related to the 2022 fiscal year *Action Item*
- C. Western Fairs Association Convention, January 15-18, 2023 – Reno
- D. December Board Meeting date *Action Item*

XI. CLOSED SESSION

Motion: _____ *Second:* _____

A. The Board is authorized to enter closed session to discuss DAA Real Estate Negotiations with City of Petaluma for lease of current fairground property (Gov. Code § 11126(c)(7))

B. 3.1 Personnel Matter: (Government code section 11126 (a))

XII. RECONVENE INTO OPEN SESSION – Report of any action taken during closed session.

Motion: _____ *Second:* _____

XIII. CEO REPORT - *Non action items*

- A. Interim & Permanent Rentals
- B. Industry Related Issues
- C. Staff Updates
- D. CEO Schedule

XIV. FOR YOUR INFORMATION

- A. Interim events calendar for upcoming months
- B. Next Meeting: TBD
- C. Western Fairs Association Convention, January 15-18, 2023, Reno

XV. EXCUSED ABSENCES

Motion: _____ *Second:* _____

XVI. ADJOURNMENT

Motion: _____ *Second:* _____

Time: _____