



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

BOARD OF DIRECTORS MEETING

SONOMA-MARIN FAIRGROUNDS
VIA IN PERSON & ZOOM FROM BEVERLY C. WILSON HALL

Zoom link is as follows:

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

Meeting ID: 876 7577 2903

December 14, 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. **EXCUSED ABSENCES**

Motion: _____ *Second:* _____

IV. **APPROVALS**

A. Approval of Agenda

Motion: _____ *Second:* _____

V. **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.

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

A. Minutes of November Board Meeting

B. Rental Agreements

C. Standard Agreements

Motion: _____ *Second:* _____

VII. **CORRESPONDENCE** - *Will be presented*

VIII. **DIRECTOR REPORTS**

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

A. **Finance** Directors McClure and James

1. Expenditures – November 2022

2. Trial Balance – November 2022

3. Income Statement – November 2022

Motion: _____ *Second:* _____

4. Discussion and possible action of the 2023 Operating Budget

Motion: _____ *Second:* _____

- B. **Buildings & Grounds** Directors Parks and Benedetti
- 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

X. OLD BUSINESS

XI. NEW BUSINESS

A. Board Resolutions

1. Volunteer Resolution

Authorize the members of the Board of Directors of the Sonoma-Marin Fairgrounds and any volunteers donating time for the Fair to be covered by Worker’s Compensation Insurance while performing their volunteer work in 2023.

Motion: _____ *Second:* _____

2. General Resolution for Interim & Standard Agreements and Purchasing

Authorize CEO Tesconi to execute Standard Agreements and Rental Agreements and make purchases that do not exceed \$100,000 for the period of January 1, 2023, through December 31, 2023, without further authorization from the Board of Directors. However, all such executed agreements and purchases are to be submitted to the Board of Directors for review at the subsequent meeting.

Motion: _____ *Second:* _____

3. State Funding Allocation Resolution

Authorize CEO Tawny Tesconi to formally request the 2023 State Funding Allocation from the California Department of Food and Agriculture.

Motion: _____ *Second:* _____

4. Check Signing Resolution

Authorize check signing authority to Tawny Tesconi, CEO; Ruth McClure, Director; Nicole Marzo, Director, from January 1, 2023, through December 31, 2023. Checks in excess of \$10,000 require a 2nd signature. All such executed checks, which are listed on the Cash Disbursement records, are to be submitted to the Board of Directors for review at the subsequent meeting.

Motion: _____ *Second:* _____

B. January Board Meeting Date Change

Motion: _____ *Second:* _____

C. Continuation of hybrid Board Meetings

Motion: _____ *Second:* _____

XII. CEO REPORT – *Non-action items*

- A. Interim & Permanent Rentals
- B. Industry-Related Issues
- C. Staff Updates
- D. 2023 Fair
- E. CEO Schedule

XIII. FOR YOUR INFORMATION

- A. Interim events calendar for upcoming months
- B. Next Meeting: TBD

XIV. CLOSED SESSION

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

Motion: _____ *Second:* _____

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

Motion: _____ *Second:* _____

XVI. ADJOURNMENT

Motion: _____ *Second:* _____

Time: _____