

FOURTH DISTRICT AGRICULTURAL ASSOCIATION
 175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952
August 17, 2022

Hosted in BCW and via Zoom.

DIRECTORS PRESENT: Directors Moore, Grossi, James, Burleson, Marzo, Ghirardelli and Parks

DIRECTORS ABSENT (Excused): Excused Director McClure and Benedetti.

STAFF PRESENT: Kristie Hubacker, CEO

GUESTS PRESENT: None.

The meeting was called to order at 3:00 PM by Director Moore, President.

**APPROVAL & ADOPTION
 OF AGENDA:**

M/s/c Directors Ghirardelli and James to approve the Agenda.

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

CORRESPONDENCE: Director James extended congratulations to Director Ghirardelli for new position with the Farm Bureau.

PUBLIC COMMENT: No comment.

CONSENT AGENDA: A. Minutes from July 2022 Board Meeting
 B. Rental Agreements
 C. Standard Agreements
M/s/c Directors Marzo and Ghirardelli to approve the Consent Agenda.

Director	Aye	Nay	Abstain
Moore, President	X		
Director Benedetti			

Director Burleson	X		
Director Ghirardelli	X		
Director Grossi	X		
Director Marzo	X		
Director McClure			
Director Parks	X		
Director James			X

COMMITTEE REPORTS:

FINANCE:

Director James reported on financials.

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

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

BUILDINGS & GROUNDS:

Buildings & Grounds met on 7/28/22 discussed need for major improvement projects including the main gate replacement, roof leaks on Live Oak buildings and the Maintenance House. CEO Hubacker reported that she had moved forward on repairing all major trip hazards in the parking lot and on grounds. There is still a need to hire more maintenance staff.

EXHIBITS & LOCAL RULES:

Exhibits Committee met on 7/21/22 to discuss emergency evacuation preparedness for livestock. CEO Hubacker reported that the Petaluma People Services have conducted volunteer training on grounds for the non-livestock evacuation plans.

COMMERCIAL & CONCESSIONAIRE:

Concessions revenue up over 6% from budget.

ENTERTAINMENT:

CEO Hubacker reported that the bid proposal draft was completed and needed review from Directors Ghirardelli and Marzo.

PUBLICITY: No report

GOALS & LONG RANGE PLANNING: No report.

LEGISLATIVE: Director Marzo reported on new measure signed in by Governor Newsom to protect against gun violence. Police sponsored gun buy back events are okay to continue.

MILK BARN COMMITTEE: No report.

FARMERS DAY: No report.

“Friends of the Fairgrounds”: Director Parks reported that the Friends of the Fair will be hosting a City Council candidates Town Hall at the fairgrounds on September 14, 2022. No progress made on purchasing of refrigerators or freezers. CEO Hubacker confirmed she had sent the quotes and specs for purchase.

EXECUTIVE COMMITTEE: No report.

OLD BUSINESS:

A. Director Bios for Website
 Due back by 9/1/2022 to be 250 words or less in the third person.

NEW BUSINESS:

A. 2023 Sonoma-Marín Fair Theme
“Fairest in the Lands”
M/s/c Directors James and Ghirardelli.

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

B. October Appreciation Dinner
No action taken.

CLOSED SESSION:

A. 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.

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

RECONVENE INTO OPEN SESSION: *M/s/c Directors James and Ghirardelli.*

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

Action taken: Board of Directors will reconvene on September 21, 2022 to discuss further.

CEO REPORT:

A. Interim & Permanent Rentals

Calendar posted on website for coming month. Fairgrounds are booked for the year.

B. Industry Related Issues - *No report.*

C. Staff Updates:

- Looking to hire 2-3 more maintenance staff as well as an office assistant.
- New Exhibits Rep in training working on Ag Day projects. Continuing training every Tuesday with Mary Sanchez.

D. Ag Day

- Roughly 800 students signed up to attend. Will need more volunteers for snack distribution and check in.

E. CEO Schedule – *No report.*

FOR YOUR

INFORMATION:

A. Interim events calendar was reviewed.

B. Next meeting will be September 21, 2022 at 3:00 PM.

ADJOURNMENT:

M/s by Director Grossi and Director James to adjourn the Meeting at 5:49 PM.

Respectfully submitted,

Dr. Lois Moore
President

Kristie Hubacker
Chief Executive Officer