



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

# BOARD OF DIRECTORS MEETING

SONOMA-MARIN FAIRGROUNDS  
VIA IN PERSON & ZOOM FROM BOARD ROOM

Zoom link is as follows:

<https://us02web.zoom.us/j/83381955717>

Meeting ID: 833 8195 5717

January 25, 2023

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 Parks

### 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 the approval of the Agenda

- A. Minutes of December 2022 Board Meeting
- B. Rental Agreements
- C. Standard Agreements

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_

### VI. CORRESPONDENCE - Will be presented

### VII. PRESIDENT REPORTS

- A. President Parks to present 2023 Committee assignments.

### VIII. DIRECTOR REPORTS

### IX. CEO REPORT – Non-action items

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

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

- A. **Finance** Directors Ghirardelli and McClure
1. Expenditures – December 2022 (Draft)
  2. Trial Balance – December 2022 (Draft)
  3. Income Statement – December 2022 (Draft)
  4. Discussion and possible action of the 2023 Operating Budget

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_

- B. **Buildings & Grounds** Directors James and Benedetti
- C. **Exhibits & Local Rules** Directors Marzo and McClure
- D. **Commercial & Concessionnaire** Directors Burleson and James
- E. **Entertainment** Directors Ghirardelli and Marzo
- F. **Goals & Long-Range Planning** Directors Grossi and Parks
- G. **Legislative** Director Moore
- H. **Milk Barn Committee Rep** Director Benedetti
- I. **Farmer's Day** Director Grossi
- J. **"Friends of the Fairgrounds" Report** Director Parks

**XI. OLD BUSINESS**

- A. 2023 WFA Convention

**XII. NEW BUSINESS**

- A. Discussion on whether to keep the Meeting Owl or return it.

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_

**XIII. FOR YOUR INFORMATION**

- A. Interim events calendar for upcoming months is now live on our website. Staff no longer providing written copies of the calendar.
- B. CDFA updated the Administrative Manual, the Discrimination and Harassment Prevention Policy, and the SO-201 – Discrimination and Harassment Complaint Form.
- C. Next Meeting: February 15, 2023, at 3:00 PM

**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. EXCUSED ABSENCES**

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_

**XVII. ADJOURNMENT**

*Motion:* \_\_\_\_\_ *Second:* \_\_\_\_\_

*Time:* \_\_\_\_\_

**List of Package Documents:**

- A. December Board minutes (Draft)
- B. December Financials (Draft)
- C. 2023 Operating Budget (Draft)
- D. 2023 Committee and Meeting Dates (Draft)
- E. Discrimination and Harassment Prevention Policy