



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

February 15, 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 January 2023 Board Meeting
- B. Rental Agreements
- C. Standard Agreements

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

### VI. CORRESPONDENCE - Will be presented

### VII. PRESIDENT REPORT

### VIII. DIRECTOR REPORTS

### IX. CEO & STAFF REPORT – Non-action items

- A. Interim & Permanent Rentals
- B. Industry-Related Issues: Virtual meetings end 6/30/2023
- C. 2023 Fair
  - A. Tawny Tesconi
  - B. Rich Gravelle
  - C. Mandy Clendenen
- D. CEO Schedule

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

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

- A. **Finance** Directors Ghirardelli and McClure
  - 1. Expenditures – January 2023 (Draft)
  - 2. Trial Balance – January 2023 (Draft)
  - 3. Income Statement – January 2023 (Draft)
- B. **Buildings & Grounds** Directors James and Benedetti
- C. **Exhibits & Local Rules** Directors Marzo and McClure
- D. **Commercial & Concessionaire** 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. Check Signing Resolution
  - 1. Authorize check signing authority to Dayna Ghirardelli, 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:* \_\_\_\_\_

**XII. NEW BUSINESS**

- A. Form 700 submittals

**XIII. FOR YOUR INFORMATION**

- A. Sonoma County Farm Bureau & Ag Days March 14-15, 2023
- B. Circular Letter #F2023-01 2022 Statement of Operations Packet; available upon request.
- C. Circular Letter #F2023-02 2023 State Rules and supporting documents; available upon request
- D. Next Meeting: March 15, 2023, at 3:00 PM

**XIV. CLOSED SESSION**

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. January Board minutes (Draft)
- B. January Financials (Draft)
- C. Form 700 – sent separately
- D. WFA mini date lists – distributed at meeting