

FOURTH DISTRICT AGRICULTURAL ASSOCIATION

175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952

February 15, 2023

Minutes

Hosted in Administration Office Board Room and via Zoom.

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

DIRECTORS ABSENT (Excused): Directors Grossi
M/s/c Directors Benedetti and Ghirardelli to excuse. Motion passed unanimously.

STAFF PRESENT: Tawny Tesconi, CEO; Krystal Camp, Fair Staff; Mandy Clendenen, Fair Staff

GUESTS PRESENT: Brian Abbott, panelist #15 from Healthy Democracy; Joe Chapman, Friends of the Fairgrounds Committee

The meeting was called to order at 3:05 PM by Director Parks, President.

APPROVAL & ADOPTION

OF AGENDA: *M/s/c Directors James and Marzo to approve the agenda. Motion passed unanimously.*

PUBLIC COMMENT: Brian Abbott from Petaluma shared his thoughts on the Healthy Democracy Fair process thus far. He advised the panelists from the Healthy Democracy still meet regularly. He recommended writing a letter to the Argus Courier clarifying John Burn’s editorial that raised questions within the advocacy group. He reported that there is still strong support from the residents of Petaluma. He recommends a response.

CONSENT AGENDA: *M/s/c Directors Benedetti and Moore to approve the Consent Agenda. Motion passed unanimously.*

- A. Directors McClure and James requested a rewrite on the January Minutes, under the Committee Reports: Finance – “the CDs matured at the end of last week and was rolled over at a 4% yield.”
- B. Rental Agreements as presented and attached.
- C. Standard Agreements as presented and attached.

CORRESPONDENCE: Thank you note from Yavapai Humane Society passed around for directors to read.

PRESIDENT REPORT: President Parks presented the presidential plaque to Director Moore for her service as board president during 2021-2022.

DIRECTOR REPORTS: Director James mentioned that the Sonoma County Farm Bureau Crab Feed was a successful event.

CEO REPORT:

- A. Interim & Permanent Rentals:
 - i. CEO Tesconi informed the Board that all permanent tenants, except Happy Hearts, have signed their lease agreement.
 - ii. CEO Tesconi reported that some large public event promoters are still getting used to the new policies. One promoter already had to cancel his event due to the band being triple booked.
- B. Industry-Related Issues:
 - i. CEO Tesconi informed the group that Deputy Secretary Flores is hosting a monthly meeting for state-agency-run fairs.
- C. CEO Tesconi reported on items for 2023 Fair:

- i. Advised the board that talent booking for the main stage is going well, and one artist is secured with an offer out for another. Still looking for an alternative artist for another show.
 - ii. CEO Tesconi reported she hired a landscaping consultant that will be handling the Wine Garden area for the Fair and will add flower barrels and other plants for decorations in the garden. She is also pruning the rose bushes at the Admin Office and replacing some dead ones with drought-tolerant bushes.
- D. CEO Introduced Mandy Clendenen as the Exhibits Supervisor, and she reported:
- i. The Petaluma Riding and Driving Club will allow us to hold our horse show at their facility.
 - ii. She is working on the Fair Guidebook and has made some changes in the division and class sections and moved things around for a better layout. The book is out for bid on printing with an estimated completion/distribution in April.
 - iii. Mandy asked the Board to share any posts on SMF Facebook to attract more attention to the Fairgrounds page.
 - iv. There is going to be a Farmers Day meeting held on February 27th.
 - v. The World's Ugliest Dog (WUD) entry forms will be done and posted to the website within the next few days. Also, The Today Show is on board again to spotlight the contest and provide judging.
 - vi. The North of the Gate Wine Competition. An e-blast has been sent out for wineries to join the competition in April. Mandy is working on finalizing the judges' contracts.
- E. CEO Tesconi reported for Rich Gravelle, who is handling all of the concession and service contracts for fair. She reported that contracts are getting completed a lot quicker with DocuSign.
- F. CEO's schedule will not change, with her out of the office on Wednesdays while consulting at the Cloverdale Citrus Fairgrounds. She will be out of the office Feb. 17-21, working at the Cloverdale Citrus Fair.

COMMITTEE REPORTS:

FINANCE:

Director McClure reported the following financial statements:

December Financial Statements:

Director McClure reported that one Certificate of Deposit is due at the end of the month. The financial statements will remain in draft form until the 2022 fiscal year is closed.

BUILDINGS

& GROUNDS:

Directors James reported on the Building and Grounds Committee meeting on February 15, 2023. The committee discussed updates on the shop/grounds clean-up and the progress made so far. The committee discussed the deferred maintenance projects, including the fence around the shop area, pending the DAA's future use of the grounds.

EXHIBITS

& LOCAL RULES:

Directors McClure and Marzo - No report

COMMERCIAL &

CONCESSIONAIRE:

Directors Burleson and James - No report

ENTERTAINMENT:

Director Ghirardelli and Marzo – No report

GOALS & LONG RANGE

PLANNING:

Directors Grossi and Parks – No report

LEGISLATIVE:

Director Moore – No report

MILK BARN:

Director Benedetti – No report

FARMERS DAY: Director Grossi – No report

FRIENDS OF THE FAIRGROUNDS: President Parks reported that he was not able to attend the last committee meeting and that he will reach out to Joe for updates.

OLD BUSINESS: Check Signing Resolution -
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 reports, are to be submitted to the Board of Directors for review at the subsequent meeting.
M/s/c Directors McClure and James to approve check signing resolution. Motion passed unanimously.

NEW BUSINESS: CEO Tesconi requested Form 700 submittals returned by March 14-15, 2023.

FOR YOUR INFORMATION: CEO Tesconi reported the Sonoma County Farm Bureau will have Ag Days on March 14-15, 2023. She informed the Board of the Circular Letters #F2023-01 2022 Statement of Operations Packet and #F2023-02 2023 State Rules and supporting documents. She also reported that the security RFP process is almost completed.
The next meeting will be on Wednesday, March 15, 2023, at 3:00 PM.

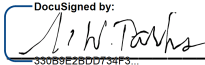
CLOSED SESSION: *M/s/c Directors James and Ghirardelli to convene into Closed Session at 4:00 p.m. to meet with DAA's attorney. Motion passed unanimously.*

RECONVENE INTO OPEN SESSION: *M/s/c Directors James and Benedetti. Motion passed unanimously.*

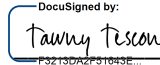
The board reconvened into an open session at 5:37 p.m. President Parks reported no action was taken.

ADJOURNMENT: *M/s by Director McClure and Director Ghirardelli to adjourn the meeting at 5:37 pm. Motion passed unanimously.*

Respectfully submitted,

DocuSigned by:

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Michael Parks
President

DocuSigned by:

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Tawny Tesconi
Chief Executive Officer