



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

BOARD OF DIRECTORS MEETING

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

July 19, 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 before the approval of the Agenda*

- A. Minutes of May 2023 Board Meeting
- B. Rental Agreements
- C. Standard Agreements

Motion: _____ *Second:* _____

VI. **CORRESPONDENCE** - *Will be presented*

VII. **PRESIDENT’S REPORT**

VIII. **DIRECTOR REPORTS**

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

- A. Interim & Permanent Rentals
- B. Industry-Related Issues:
- C. CEO Schedule

X. **COMMITTEE REPORTS** - The Board may approve committee reports.

- A. **Finance** Directors Ghirardelli and McClure
 - 1. Expenditures – May 2023
 - 2. Trial Balance – May 2023
 - 3. Income Statement – May 2023

Motion: _____ *Second:* _____

- 4. Expenditures – June 2023 (Draft only, no action)
- 5. Trial Balance – June 2023 (Draft only, no action)
- 6. Income Statement – June 2023 (Draft only, no action)

- 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. 2023 Sonoma-Marin Fair (brief comments, complete review in August with written fair report)

XII. NEW BUSINESS

- A. CDFA Training Requirements
- B. Review of the Association’s policy regarding the payout of permanent staff’s 2023 earned overtime versus CTO

Motion: _____ *Second:* _____

- C. Cancellation of MY-01 Security Standard Agreement with CitiGuard, Inc. for failure to perform.

Motion: _____ *Second:* _____

- D. Large Public Event Rental Fee Strategy

Motion: _____ *Second:* _____

- E. Volunteer Appreciation Dinner – date
- F. 2023 Directors Choice Award Recipient

Motion: _____ *Second:* _____

- G. 2023 Petaluma Ag Day – September 29
- H. Acknowledgment of CDFA “D” letter, #D2023-01, regarding the sunset of the Bagley Keene Exemption
- I. 2024 Sonoma-Marin Fair
 - 1. Dates, June 19-23
 - 2. Theme & Logo

Motion: _____ *Second:* _____

XIII. FOR YOUR INFORMATION

- A. none

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:* _____

Time: _____

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

Motion: _____ *Second:* _____

Time: _____

XVI. EXCUSED ABSENCES

Motion: _____ *Second:* _____

XVII. ADJOURNMENT

Motion: _____ *Second:* _____

Time: _____

List of Package Documents:

- A. May Board Minutes (Draft)
- B. CDFA D2023-01 letter re: Bagley Keene Exemption Sunset Date – June 30, 2023
- C. 2023 Rental Agreements
- D. 2023 Standard Agreements
- E. June Financials (to be distribute on Friday, July 17th)