



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

BOARD OF DIRECTORS MEETING

SONOMA-MARIN FAIRGROUNDS
BOARD ROOM

August 16, 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 July 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 – July 2023

2. Trial Balance – July 2023

3. Income Statement – July 2023

4. June Financials - Revised

Motion: _____

Second: _____

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www.sonoma-marinfair.org

ANNUAL SONOMA-MARIN FAIR • COMMUNITY EVENTS • SHOWS & EXHIBITIONS
PRIVATE CELEBRATIONS • ON-SITE SERVICES • SCHOOLS

- 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 Report
- B. 2023 Ag Days
- C. 2023 Directors Choice Award Recipient

Motion: _____ *Second:* _____

- C. Large Public Event Rental Fee Strategy

Motion: _____ *Second:* _____

- D. 2024 Sonoma-Marin Fair
 - 1. Dates, June 19-23
 - 2. Theme & Logo

Motion: _____ *Second:* _____

- E. Request for sponsorship from Petaluma Music Festival

Motion: _____ *Second:* _____

XII. NEW BUSINESS

- A. Proposal from Sobel Communications for Public Relations Services.

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. July Board Minutes (Draft)
- B. 2023 Rental Agreements
- C. 2023 Standard Agreements
- D. June and July Financials (Sent to Board)