

FOURTH DISTRICT AGRICULTURAL ASSOCIATION

175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952

July 19, 2023

Minutes

Hosted in Administration Office Board Room.

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

DIRECTORS ABSENT (Excused): Director Benedetti

STAFF PRESENT: Tawny Tesconi, CEO; Fair Staff; Mandy Clendenen, Brandi Gragg; CDFA Attorney.

GUESTS PRESENT:

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

APPROVAL & ADOPTION

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

PUBLIC COMMENT: None

CONSENT AGENDA: M/s/c Directors Grossi and McClure to approve the Consent Agenda with the addition to the May 2023 Board Meeting Minutes to reflect the roll call vote of New Business Item A. Motion passed unanimously.

- A. Updated Minutes of May 2023 Board Meeting.
- B. Rental Agreements as presented and attached.
- C. Standard Agreements as presented and attached.

CORRESPONDENCE: Presented.

PRESIDENT REPORT: None.

DIRECTOR REPORTS: Director McClure reported on the Marin County Fair.

CEO REPORT:

- A. Interim & Permanent Rentals:
 - i. CEO Tesconi reported that the Petaluma Music Festival is Saturday, July 29th and that we will be charging for parking.
- B. Industry-Related Update:
 - i. CEO Tesconi reported that she attended a very productive Secretary's Committee meeting in Sacramento the prior week.
- C. CEO Schedule – CEO Tesconi reported she will be leaving July 19th and returning August 1.

COMMITTEE REPORTS:

FINANCE: Director McClure reported that we have a CD maturing soon and that she will review interest rates to ensure we are locked into the best rate.
M/s/c Directors Grossi and Moore to accept the financial report as given. Motion passed unanimously.

BUILDINGS

& GROUNDS: Directors James and Benedetti – No report

EXHIBITS

& LOCAL RULES: Directors McClure and McClure - 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 – No Report

OLD BUSINESS: A. 2023 Sonoma–Marin Fair Report – No action taken

NEW BUSINESS:

- A. CDFA Training Requirements – CEO Tesconi reminded board members that a few of them need to complete trainings. - No action taken.
- B. M/s/c Director McClure and Moore to pay permanent staff overtime accrued through fair and to develop a written policy to address overtime payouts for future years. Motion passed unanimously.
- C. M/s/c Director McClure and Grossi to cancel MY-01 Security Agreement with CitiGuard, Inc. for failure to perform. Motion passes unanimously.
- D. Large Public Event Rentals – CEO Tesconi presented a number of options to incentivize promoters of large public events and to eliminate the continued last-minute cancelation of events by promoters. Discussion followed. No action taken.
- E. The annual Volunteer Appreciation Dinner is on Wednesday, October 18, 2023.
- F. 2023 Directors Choice Award Recipient – Directors discussed possible candidates. No action taken.
- G. Exhibits Supervisor Mandy Clendenen reported that the 2023 Petaluma Ag Day will take place on Friday, September 29th. Information has been sent to teachers and exhibitors are being contacted to participate. No action taken.
- H. CEO Tesconi and CDFA Attorney Brandi Gragg reported on letter #D2023-01 explaining the sunset of the Bagley Keene Exemption, which allowed virtual meetings for state-appointed boards. No action taken.
- I. Directors discussed possible themes for the 2024 Fair. No action taken.

FOR YOUR

INFORMATION: None

CLOSED SESSION: M/s/c Directors Ghirardelli and Moore moved to convene into Closed Session at 3:20 p.m. to discuss DAA Real Estate Negotiation with the City of Petaluma for the lease of current fairground property. Motion passed unanimously. CDFA attorney Brandi Gragg joined the closed session.

RECONVENE INTO

OPEN SESSION: M/s/c Directors Ghirardelli and Burelson. Motion passed unanimously.

The board reconvened into an open session at 4:30 p.m. President Parks reported that no action was taken.

EXCUSED ABSENCES: M/s/c by Directors McClure and Ghirardelli to excuse Director Benedetti and James's absence.

ADJOURNMENT: *M/s by Director Grossi and Ghirardelli to adjourn the meeting at 4:51 pm. Motion passed unanimously.*

Respectfully submitted,

Michael Parks
President

Tawny Tesconi
Chief Executive Officer