

BOARD OF DIRECTORS MEETING



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

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 21, 2024

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 2024 Board Meeting
- B. Standard Agreements
- C. Sponsorship Agreements

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

VII. **PRESIDENT REPORTS**

VIII. **DIRECTOR REPORTS**

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

- A. Industry-Related Issues
- B. CEO Schedule
- C. 2024 Fair

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

- A. **Finance** Directors Ghirardelli and McClure
 - 1. Income Statement – December 2023
 - 2. Expenditures – December 2023
 - 3. Trial Balance – December 2023
 - 4. Income Statement – January 2024
 - 5. Expenditures – January 2024
 - 6. Trial Balance – January 2024

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7. Discussion and possible action of the 2024 Operating Budget

Motion: _____ *Second:* _____

- 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.

XII. NEW BUSINESS

- A. Form 700 submittals
- B. D2024-02 Bagley-Keene and CDFA Policy Final
- C. State of CA Department of Industrial Relations Labor Commissioner’s Office Claim

XIII. FOR YOUR INFORMATION

- A. Circular Letter # F2023-07 2023 Statement of Operations Packet; available upon request.
- B. Circular Letter #F2023-08 2024 State Rules for California Fairs letter and supporting documents; available upon request
- C. Circular Letter #F2024-01 FY23-24 Fair Training Reimbursements; documents; available upon request
- D. Circular Letter #D2024-01 SB-616 Sick Days: Paid Sick Days Accrual and Use. Included in package.
- E. D2024-02 Bagley-Keene and CDFA Policy Final. Included in package.(includes D2023-06 previously provided)
- F. Next Meeting: March 20, 2024, at 3:00 PM

XIV. CLOSED SESSION

- A. 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. December 2023 Financial
- C. 2023 STOP (pages 1-2)
- D. January 2024 Financials
- E. WFA mini date lists – distributed at the meeting
- F. Circular Letter #D2024-01 SB-616 Sick Days: Paid Sick Days Accrual and Use)
- G. D2024-02 Bagley-Keene and CDFA Policy Final (includes D2023-06)