

BOARD MEETING NOTICE

The 4th DAA Board of Directors will be holding a board meeting on
Wednesday, April 17, 2024, at 3:00 p.m.
Sonoma-Marin Fairgrounds – Administration Office

Board Of Directors

Michael Parks (President), Dayna Ghirardelli (1st Vice President), Dominic Grossi (2nd Vice President), Dr. Lois Moore, James Burluson, Herm Benedetti, Nicole Marzo, Ruth McClure, and Jeff James.

Staff

Mandy Clendenen, CEO; Rich Gravelle, AGP Analyst; Martin De La Torre, Maintenance Worker

Public Participation

Members of the public are encouraged to provide comments to the Board. While the Board values the participation of the public, the Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker to proceed with the agenda. Public comments must be related to fair authority and jurisdiction, and their placement on the agenda is at the discretion of the Board.

All meeting notices, agendas and materials considered by the Board during the meeting will be available to the public prior to the meeting in the fair office. Agendas and meeting notices will be posted on the Board's website at www.sonoma-marinfair.org.

Americans With Disabilities Act

Pursuant to the Americans with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 4th District Agricultural Association Board or Committee meetings, or in connection with other Sonoma-Marin Fairgrounds & Event Center activities, may request assistance at the Fair Office, 175 Fairgrounds Drive, Petaluma, CA 94952 or by calling 707-283-3247 during normal business hours of 9:00 a.m. to 4:00 p.m. Monday through Friday. Requests should be made one (1) week in advance whenever possible.



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

BOARD OF DIRECTORS MEETING

Sonoma-Marin Fairgrounds
Via in-person & zoom from the board room.

The Zoom link is as follows:

<https://us02web.zoom.us/j/83381955717>

Meeting ID: 833 8195 5717

April 17, 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

Time:

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**—Before the agenda is approved, any item requiring lengthy discussion will be moved to New Business.

- A. Minutes of March 2024 Board Meeting
- B. Standard Agreements
- C. Sponsorship Agreements
- D. Concession & Commercial Agreements

Motion:

Second:

VI. **Correspondence** - Will be presented

VII. **President’s Report**

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 – March 2024
 - 2. Cash Disbursements Journal – March 2024
 - 3. Trial Balance – March 2024
 - 4. 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. None

XII. New Business

- A. 2024 Blue Ribbon Recipient
- B. 2025 Sonoma-Marin Fair Dates
- C. Post Fair Fundraising

XIII. For Your Information

- A. 2024 Fair Information Sheet (distributed at meeting)
- B. CDFA Letter D2024-3 Dymally-Allatore Bilingual Services Act Language Survey
- C. AU-C 805 Report for Agent Multiple-Employer Defined Benefit Pension Plans 6.30.2022 (Multiple documents available via email upon request)

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 any action taken during a closed session.

Motion: Second:

XVI. Excused Absences

Motion: Second:

XVII. Adjournment

Motion: Second:

Time:

List of Package Documents:

- A. March Board Minutes (Draft)
- B. List of Contracts for approval
- C. March 2024 Financials
- D. CDFA Letter D2024- 3