

BOARD MEETING NOTICE

The 4th DAA Board of Directors will be holding a board meeting on
Wednesday, July 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 Burleson, 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.

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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

July 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 May 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

175 Fairgrounds Drive, Petaluma, CA 94952 • 707-283-FAIR (3247) • 707-283-3250 (fax) • info@sonoma-marinfair.org

www.sonoma-marinfair.org

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X. Committee Reports - The Board may approve committee reports.

A. Finance Directors Ghirardelli and McClure

- 1. Income Statement – May 2024
- 2. Expenditures – May 2024
- 3. Trial Balance – May 2024

Motion: _____ *Second:* _____

- 4. Income Statement – June 2024 (Draft only, no action)
- 5. Expenditures – June 2024 (Draft only, no action)
- 6. Trial Balance – June 2024 (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. Post Fair Fundraising

XII. New Business

- A. CDFA Training Requirements
- B. Volunteer Appreciation Dinner – date
- C. 2024 Directors Choice Award Recipient

Motion: _____ *Second:* _____

- D. 2024 Petaluma Ag Day – date
- E. 2024 Sonoma-Marin Fair
 - 1. Dates: June 12-15
 - 2. Theme & Logo

Motion: _____ *Second:* _____

XIII. For Your Information

- A. None

XIV. Excused Absences

Motion: _____ Second: _____

XV. Adjournment

Motion: _____ Second: _____

Time: _____

List of Package Documents:

- A. May Board Minutes (Draft)
- B. May 2024 Financials
- C. List of Contracts for approval