

# **BOARD MEETING NOTICE**

The 4th DAA Board of Directors will be holding a board meeting on

**Wednesday, November 13, 2024, at 3:00 p.m.**

**Sonoma-Marín Fairgrounds – Administration Office**

## **Board Of Directors**

Michael Parks (President), Dayna Ghirardelli (1<sup>st</sup> Vice President), Dominic Grossi (2<sup>nd</sup> 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](http://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-Marín 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-Marín 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

November 13, 2024

3:00 PM

**Mission Statement** - The Sonoma-Marín 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 October 2024 Board Meeting

B. Standard 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. Volunteer Appreciation Dinner – 10/16/24

C. CEO Schedule

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

**A. Finance** Directors Ghirardelli and McClure

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 4. Discussion and possible action of the 2025 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. Post Fair Fundraising
- B. 2025 Sonoma-Marin Fair – 6/19-22/25
  - 1. Logo

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

**XII. New Business**

- A. Board Resolutions
  - 1. Volunteer Resolution

Authorize the members of the Board of Directors of the Sonoma-Marin Fairgrounds and any volunteers donating time for the Fair to be covered by Worker’s Compensation Insurance while performing their volunteer work in 2025.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 2. General Resolution for Interim & Standard Agreements and Purchasing
 

Authorize CEO Clendenen to execute Standard Agreements and Rental Agreements and make purchases that do not exceed \$100,000 for the period of January 1, 2025, through December 31, 2025, without further authorization from the Board of Directors. However, all such executed agreements and purchases are to be submitted to the Board of Directors for review at the subsequent meeting.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

- 3. State Funding Allocation Resolution
 

Authorize CEO Clendenen to formally request the 2025 State Funding Allocation from the California Department of Food and Agriculture.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

**XIII. For Your Information**

- A.

**XIV. Closed Session**

The Board is authorized to enter a closed session to discuss DAA Real Estate Negotiations (Gov. Code § 11126(c)(7a)).

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. October Board Minutes