

26TH DISTRICT AGRICULTURAL ASSOCIATION

Amador County Fair Regular Board Meeting Minutes

Plymouth, California

Thursday, March 12th, 2020 – 6:00 p.m.

CALL TO ORDER: President Lubenko called the meeting to order at 6:00 p.m. and determined that the requirements of a quorum were met.

DIRECTORS PRESENT: Deaver, Halvorson, King, Howard, Boitano, Forster, Manassero, and Lubenko

OTHERS PRESENT: Rich Hoffman, CEO; Sherri Elliott, Valerie Anderson, Staff; Jason Wilson, Public; Sarah Pelle (telephonically) , CDFA F&E; Toni La Belle, JLAC; Shasta Rogers, prospective Rodeo Queen Program Advisor, and Karissa Rogers.

PUBLIC FORUM:

None

CONSENT CALENDAR

APPROVAL OF MINUTES OF THE REGULAR FEBRUARY 13th MEETING

It was moved by Director Deaver, seconded by Director Boitano and carried 8-0, to approve the minutes of the Regular February 13th Board Meeting.

APPROVAL OF FEBRUARY DISBURSEMENTS

It was moved by Director Halvorson, seconded by Director Deaver and carried 8-0, to approve February Disbursements of \$19,633.24

APPROVAL OF JANUARY REVENUE & EXPENDITURES REPORT

Approval tabled until next meeting, pending clarification of Admin Expense GL Code 50100-11-000-A Salaries and Wages-Temp.

APPROVAL OF AGREEMENTS

It was moved by Director Boitano, seconded by Director Forster and carried 8-0, to approve the January Agreements.

NEW BUSINESS:

MOU between Fair and Foundation

Direction given to CEO to Present DRAFT MOU to both the Fair Foundation and F&E Legal Counsel for review and comment.

Audit Questionnaire

CEO Hoffman advised Board that the Fair's Auditor needs their audit questionnaires returned A.S.A.P.

Form 700 Filing.

CEO Hoffman advised Board that the deadline for completing their Form 700 is April 1st, 2020.

Financial Reporting.

CEO presented his plan to simplify the monthly financial reporting to the Board. Direction given to CEO to adopt the new reporting with the addition of a 2019 column in the SOP Report.

Board Required Training.

CEO advised Board members of the State's training requirements.

Gift of Bucket Truck. It was moved by Director Boitano, seconded by Director Manassero and carried 8-0, to accept the gift from the Fair Foundation, of a "Bucket Truck" the Foundation acquired from David Gilmore(formerly of Short Circuit Electric).

OLD BUSINESS

Rodeo Queen Contest Presentation

It was moved by Director Halvorson, and seconded by Director Boitano, and carried 8-0 to thank Ms. Rogers for her presentation and authorize, with the direction of Staff, the 2020 Rodeo Queen Contest to be included as part of the 2020 Fair.

Reconcile Fair and Junior Livestock Auction Aging Accounts Receivable.

It was moved by Director Boitano and seconded by Director Forster, and carried 8-0 to adopt the staff recommendations for "Writing-Off" the bad debt presented on the report titled "AR Aged Invoice Analysis balances as of 3/11/2020"

MANAGERS REPORT: (Informational)

Report to Board regarding Fair, Facilities, and Interim Events.

Due to the Covid-19 Virus, the Governor has ordered all events with 250 or more attendees be cancelled through March 2020.

Fire Line Project with CDFR and Prop 68 Bond funds

DGS Working on Bid Package, Meeting will be scheduled with City of Plymouth and Amador Water Agency.

Amador County Health Department refrigerator issue

Director Boitano has agreed to deliver the failed refrigerator to 5th Street Supplies and exchange it for a replacement.

State Fire Marshall (SFM) update

CEO Reported on a positive meeting with the State Fire Marshal Officials.

Electrical issues – Foundation Project to Repair downed wires between transformer and Cattle Barn and to Fur & Feathers

CEO reported that Director Boitano, Robert Moody and himself met with Richard Smith, the Electrical Engineer to discuss a master plan for electrical improvements at the Fair, including plans for a undergrounding of the overhead lines to the Beef Barn and Fur and Feathers Building.

PG&E PSPS

CEO reported that he is meeting with PG&E to discuss the use of the fairgrounds as a PSPS relief location.

Foundation Project Simmons Family Beef Pavilion Progress Report – On hold per State Fire Marshall & fire hydrant replacement.

California Fairs Alliance (CFA), SB 368 (McGuire) Funding Fix; AB 1499 (Gray); Proposition 68 (Parks & Rec Bond)

Sarah Pelle reported that we are nearing resolution on how the AB 1499 funding will be allocated to our Fair.

BOARD MEMBER REPORTS: (Informational)

Report to Board regarding Fair, Facilities, and Interim Events

ROLL CALL:/EXCUSE DIRECTORS ABSENSES (if necessary)

Director Boitano moved and Director Howard seconded the motion to excuse Director Hoopes.
Carried 8-0

CORRESPONDENCE: (Informational)

ADJOURNMENT:

Meeting adjourned at 8:00 p.m.

Certified to be a true and correct copy:

Board President – Janet Lubenko

CEO – Richard K. Hoffman

I, Richard K. Hoffman, CEO hereby certify that the notice of this meeting was posted on November 1, 2019 at the 26th District Agricultural Association Office, 18621 Sherwood Street, Plymouth, California and on the Amador County Fair website

Richard K. Hoffman, CEO