

40<sup>th</sup> DAA State of California  
Yolo County Fair  
1125 East Street or PO BOX 1408 Woodland, CA 95776  
Phone: 530.402.2222  
Email: [Info@yolocountyfair.net](mailto:Info@yolocountyfair.net)  
Website: [www.yolocountyfair.net](http://www.yolocountyfair.net)

## **Board Meeting Agenda**

**July 20, 2023, 5:30 PM**

### **Maraviov Hall, Yolo County Fairgrounds**

#### **Board of Directors**

Elaine Yamaguchi (Acting CEO, and Board Chair), Blake Harlan (Vice Chair), Steve Barzo, Gary Holman, Nancy Muller, Darrel Ng, Anthony Roberts

#### **Staff**

Rita Moore Retired Annuitant Deputy Manager, Carolyn Guillen Event Coordinator, Sara Bailey Marketing Representative, Paulo Silva Maintenance, Rod Pool Maintenance, Everardo Leon Maintenance.

#### **Public Participation**

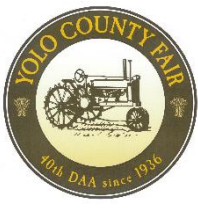
While the Board values the participation of the public, the Board reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker to proceed with the agenda. Public comment must be related to Open Meeting Laws for DAAs. All meeting notices, agendas and materials considered by the Board during the meeting will be available during the meeting. The agenda and notices will also be available on the website at [www.yolocountyfair.net](http://www.yolocountyfair.net).

#### **Americans with Disabilities Act**

Pursuant to the Government Code Section 54953.2, individuals with disabilities who require accessible alternative formats to attend or participate in any 40<sup>th</sup> District Agricultural Association Board or Committee meetings, or in connection with other Yolo County Fairgrounds ground activities, may request assistance at the Fair Office, 1125 East St., or by calling 530-402-2222 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.

#### **NOTE**

Items listed on this agenda may be considered in any order at the discretion of the Board Chair. All items listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board. Public Comments will be accepted on Agenda items at the time a specific item is considered by the Board and are limited to three (3) minutes.



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### **Call to Order: Acting Chairperson Harlan**

1. Introduction of Guests

### **Roll Call**

1. Roll Call
2. Declaration of Quorum
3. Absent or Excused Members of this meeting

### **Approvals**

1. Approval of Agenda

**Public Comment – Limited to 3 minutes per person.** Comments to the Board on issues and items not listed on the agenda. *Please note that pursuant to California State Law, the Board is prohibited from discussing or acting on any item not listed on the agenda.* Presentations will be limited to 3 minutes. Public Comments on any agenda item listed must be made at the time the item is being discussed and limited to 3 minutes.

### **Consent Calendar (Any item requiring lengthy discussion will be moved to New Business prior to the approval of the agenda)**

*All Matters listed under Consent Calendar are considered routine and will be enacted by the Board in one motion. All materials listed will be sent as attachments to the agenda.*

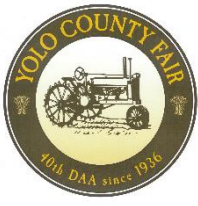
1. Interim Events Contracts
2. Board Meeting Minutes

### **General Updates and Correspondence (non-action items)**

1. CDFA Updates and Correspondence
2. Legislation

**YCFHF Report** – Darlene Thompson or a representative will report on the organization's activities.

**A-Team Report** – Representatives from the A Team Board will provide an update.



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**Committee Reports** – The Board May take approval action of committee reports. Committees with an asterisk will have a report this month.

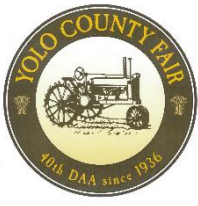
1. \*Executive – Directors Yamaguchi and Harlan
  - a. Follow-up on CEO Transition
    - i. Status of Office and Staff
2. Communications
3. Finance
  - a. Statement of Net Position – March-May 2023
  - b. Statement of Operations – March-May 2023
  - c. Cash Flow – March-May 2023
  - d. Expenditures/Accounts Payable – March-May 2023
  - e. Accounts Receivable- March-May 2023
  - f. Trial Balance – March-May 2023
4. Grounds and Buildings
5. Livestock
6. Policy
  - a. Meeting Protocols – Parliamentary Procedure

### **New Business**

1. Items Moved from the Consent Agenda
2. CFSA (California Fairs Services Authority) Bookkeeping and Payroll
  - a. Cost and Update on Status
3. CCA (California Construction Authority) status on Livestock Barn Build

### **2023 Fair**

1. Staffing and Volunteer Support
2. Status of 2023 Fair time Contracts
  - a. Entertainment
3. Carnival Pre-sales status and deadlines
4. Updates: Sponsorships and Outreach



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5. Board Involvement: Senior Day
6. Review and Approval: Security and CHP contracts
7. Main Exhibition Hall: Community Based Organizations
8. Entertainment
9. Maintenance
10. Livestock
11. Fair Policies
  - a. Free Speech Policy
  - b. Unaccompanied Minors
  - c. Bag policy

### **Old Business**

1. Update and Approval: Perry, Bunch and Johnston Engagement
2. Fair Office Hours
3. Delegated Committee for out of cycle meetings

### **Acting CEO Report**

1. Staffing Update – Informational report discussing the Administration of the Association
2. Informational Report on the Interim Events
3. MOU Status with the Foundation
4. Informational Report regarding fair industry related issues
5. New Board Member Orientation
6. CFSA Hazardous Contract Review and Status Update

### **Staff Reports**

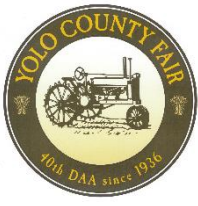
1. Maintenance Update – Repairs, Purchases, Proposed Project List

### **Closed Session**

Pursuant to Government Code Section 1126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:

1. Personnel Matters Gov. Code 11126 (a)(I)

### **Reconvene Open Session**



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### **Suggestions for Future Agenda**

### **Directors' Comments**

*Please note that pursuant to California State Law, the Board is prohibited from discussing or acting on any item not listed on the agenda.*

### **For Your Information**

A. Next Board Meeting is – TO BE ANNOUNCED

### **Adjournment**

\_\_\_\_\_ Date: \_\_\_\_\_

*Elaine Yamaguchi, Acting CEO/Board Chair*

\_\_\_\_\_ Date: \_\_\_\_\_

*Blake Harlan, Board Vice Chair*