



## BOARD MEETING MINUTES

Thursday, May 2 • 10:00 AM  
via Zoom using the call-in information below

**MICHELE RICHARDS, CHAIR**  
CEO, OC Fair & Event Center

**DAVE DILLABO, VICE CHAIR**  
Yuba-Sutter Fairgrounds & Event Center

**JEN MCGUIRE, TREASURER**  
CEO, Ventura County Fair &  
Eastern Sierra Tri-County Fair

**CAITLYN MILLER, SECRETARY**  
CEO, Santa Barbara County Fair

**BECKY BARTLING**  
CEO, Sonoma County Fair  
At-Large Member

**CARRIE BAYLEY**  
CEO, Trinity County Fair  
Cascade Area

**JOE BRENGLE**  
CEO, Contra Costa County Fair  
Central Coast Area

**TERESA BURROLA**  
CEO, Merced County Fair  
San Joaquin Area

**PATRICIA CONKLIN**  
CEO, Dixon May Fair  
Sacramento Valley Area

**LAURIE GIANNINI**  
CEO, Calaveras County Fair  
Mother Lode Area

**CARLENE MOORE**  
CEO, San Diego County Fair  
Southern Area

**MIC MOULTON**  
CEO, Redwood Acres Fair  
North Coast Area

**RYANN NEWMAN**  
Ryann's Happy Day Pony Rides, Fruit Caboose  
Service Member Representative

**VACANT**  
CARF Representative

**SARAH CUMMINGS**  
President & CEO

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- I. Call to Order and Welcome** – Chair Richards called the meeting to order
- II. Roll Call** – President & CEO Cummings conducted roll call. Board Members present: Michele Richards, Dave Dillabo, Jen McGuire, Caitlin Miller, Carrie Bayley, Joe Brengle, Teresa Burrola, Patricia Conklin, Laurie Giannini. Members absent: Becky Bartling, Carlene Moore, Mic Moulton, Ryann Newman.
- III. Approval of Minutes** – Laurie Giannini moved to approve the minutes as amended with the corrected spelling of names, the motion was seconded by Joe Brengle; all board members were in favor, motion carried.
- IV. CFA Chairs Report** – Chair Richards congratulated Fairs who have completed their annual Fair and encouraged board members to reach out to Fair CEOs with upcoming Fairs to wish them well. Chair Richards thanked the Board & Chairs for stepping up.
- V. Legislative Report** – AB2143 was passed and is headed to the assembly floor. Street Vendor bill hearing was yesterday, and it passed out of the Local Gov Committee. AB2741 prohibits after-hours communication with staff, possible exemption for Fairs. AB2808 ticket sales focused on concerts, restricts control of ticket companies, the bill has an exception for Fairgrounds.
- VI. Service Member Report** – The service member council meeting took place yesterday. CEO Cummings shared our progress on the street vendor bill with the council, who swiftly got to work supporting our efforts. The Carnival Division Representative reported a slow start to the season due to weather.
- VII. Area Reports**
  - Cascade Area** - met last week, Plumas is the area's Fair visit for this season, other areas are welcome to attend, one of the smallest areas but supportive of CFA & dues, their focus is on funding because they are remote Fairs.
  - Central Coast Area** - did not meet, communicated budget/dues/bylaws, and did not receive any feedback.
  - San Joaquin Area** - did not meet, CEO hired for Madera Spring Fair – Cinnamon Howell.

**Mother Lode Area** – reported they will meet in June. The \$4300 dues will be a stretch for smaller fairs; anything higher will not be feasible.

**North Coast Area** - report via text, no bylaw edits, unrest about dues increase without advocacy increase.

**Sacramento Valley Area** - voted Patricia Conklin as the CFA Board Member for the Sacramento Valley Area; \$5,000 is push for dues, timing is hard, and would like the dues change to be in 2025 due to things not yet being finalized with bylaws and a plan; would be better to roll out everything – business plan, structure and new dues for 2025.

**VIII. Committee Review and Reports –**

**Legislative Committee:** The Legislative Committee meets every other week, the engagement is insightful, no additional funds are needed this year because of timing, will review Legislative goals for 2025 at Manager’s Conference in November.

**Branding & Marketing:** Mike and Alison worked on the charter for the committee, they would like 3 more people on the committee and would like another marketing person from another Fair to join them.

**IX. Bylaw Review and Discussion –** the Executive Committee will review and present the final document to the Board at our June Board meeting.

**X. Draft Budget/Dues Discussion –** the board discussed the proposed dues structure of \$3400 per fair, and how that will be financially supportive to CFA’s goals. Vice Chair Dillabo contributed that he thought it was too late in the year to add supplemental dues after Fair budgets are approved and in motion. Vice Chair Dillabo suggested we roll out a complete plan for 2025 to ensure we roll out a well-thought-out plan, and allow the Fairs to financially prepare for increased dues in their budgets. The committee will propose a 2025 budget at Managers’ Conference in November. Cummings was asked if there was any money for CFA to allow for the forward motion of CFA’s marketing goals. Cummings said that WFA would sponsor \$1000 for the website updates. Discussion continued about the financial needs for CFA for 2024. Carrie Bayley moved to add supplemental dues of \$500 per Fair to support CFA’s finances for the remainder of 2024; the motion was seconded by Teresa Burrola; all members were in favor, the motion carries. Supplemental dues invoices will go out payable to WFA as the legal entity while the line item will clearly indicate the \$500 supplemental dues are for CFA.

**XI. President & CEO’s Report –** Supplemental dues will be sent out as quickly as possible. Cummings notes a few Fairs haven't paid 2024 dues yet – they will be re invoiced for their annual dues with the supplemental dues. CEO Cummings complimented the Board & Committees for stepping up on legislative issues, committee work, and all of the progress made to date. Cummings reported she has new contact for “Threat Assessment” on Fairgrounds and potential security grants available for non-profits. Cummings is planning for a presentation at Managers Conference to share the information with all Fair Managers.

**XII. Old Business –** None

**XIII. New Business –** None

**XIV.** Our next CFA Board meeting will be June 6, 2024, at 10 via Zoom.

The meeting adjourned at 11:15AM.