42nd District Agriculture Association
Glenn County Fairgrounds
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Board Meeting Minutes

August 24, 2026

I. **CALL TO ORDER:** President Ray Mudd called the meeting to order at 6:30PM
1. **Introduction of guests:** Maddie Coleman

II. **ROLL CALL**: Director Bitle, Director Chavez, Director Douglass, President Mudd, Vice-President Raymondo and CEO Bartels

III. **PUBLIC COMMENT:** NONE

IV. **ITEMS OF CORRESPONDENCE:**
1. **Marjie Watkins:** Seeking clarification on Rabbit Tattoo Policy: CEO Bartels reported that Marjie Watkins, a market rabbit breeder, requested clarification and a revision to the Fair's rabbit tattoo policy due to ARBA requiring breeder tattoos in the left ear. California State Fair rules require animals sold through a livestock auction and designated for live pickup to be tattooed in the right ear before leaving the fairgrounds. The Junior Livestock Committee suggested accepting the breeder's existing left-ear tattoo as the Fair registration number, provided all Fair entry requirements are met.

V. **CONSENT CALENDAR:**
1. **PREVIOUS BOARD MINUTES:** Director Bitle moved to approve the Previous Board Minutes, Director Raymondo seconded the motion. Director Bitle, Chavez, Douglass, Mudd and Raymondo all voted in favor. Motion carried
2. **FINANCIAL STATEMENTS:** Director Douglass moved to approve the Previous Board Minutes, Director Chavez seconded the motion. Director Bitle, Chavez, Douglass, Mudd and Raymondo all voted in favor. Motion carried.
3. **AGREEMENTS:** CEO Bartels presented Agreement 2026-109 with Gonzales Flea Market for a one-year renewal with no changes, and a three-year agreement with Glenn County Office of Education (GCOE), consolidating three existing contracts into one. The GCOE agreement includes the Wool Building, Chapman Center land, and portables in the RV lot, with a 3% annual increase. Director Bitle asked whether there were any changes to the Flea Market agreement; CEO Bartels confirmed there were none.
Director Chavez moved to approve the agreements as presented. Director Douglass seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried.

VI. **COMMITTEE MEETING REPORTS:**
1. **JUNIOR LIVESTOCK MEETING:** CEO Bartels reported that the Committee conducted a recap of the 2026 Livestock Show and Junior Livestock Auction, including a species-by-species review and discussion of the rabbit tattoo policy. Several items were identified for continued discussion and will be included on the next meeting agenda.
2. **GLENN COUNTY FAIR HERITAGE MEETING:** Meeting date pending.

VII. **OLD BUSINESS:**
1. PROJECT LIST: CEO Bartels reported that the project list is being revised to include project goals and anticipated timelines.

VIII. **NEW BUSINESS**
1. **DISCUSSION AND APPROVAL OF ANNUAL PROPERTY INSURANCE**: CEO Bartels requested approval of the annual property insurance expenditure to avoid a lapse in coverage.

The annual premium is $22,742. President Mudd asked about the prior-year cost, and CEO Bartels indicated the current premium was slightly higher.
Director Bitle moved to approve the annual property insurance expenditure of $22,742. Director Douglass seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried.

2. **DISCUSSION AND APPROVAL OF TRANSFERS FROM OPERATING TO JLA AND LAIF TO OPERATING.** CEO Bartels reported that in early June it was discovered that credit card deposits intended for the JLA Account had been deposited into the Operating Account. After correcting the issue with the credit card processor, $198,890.13 was transferred from Operating to JLA through twenty transactions matching the original deposit amounts.
CEO Bartels also reported that $4,187.70 was transferred from the Operating Account to the Premium Account to fund 2026 Fair premiums, and the Money Market Account was closed with its balance of $113,353.86 transferred to the Operating Account to fund Fair expenses.
Director Raymondo moved to approve the transfers of $198,890.13 from Operating to JLA, $4,187.70 from Operating to Premium, and $113,353.86 from the Money Market Account to Operating. Director Douglass seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried.

3. **2026 FAIR RECAP:** CEO Bartels reported that the 2026 Junior Livestock Auction, including add-ons, closed at just under $1.6 million, with $98,628.13 in Junior Livestock Committee commission. In response to President Mudd's question regarding the prior year, CEO Bartels reported an increase of approximately $400,000 and 20 additional lots. Approximately $8,000 remains outstanding on three invoices.
Overall Fair attendance was down approximately 362 attendees from 2025. CEO Bartels noted that attendance had been trending higher until high winds impacted Saturday and Sunday. Concession revenue was approximately 5% below the prior year.
CEO Bartels reported a trip-and-fall incident requiring ambulance transport and a tree branch that fell Sunday morning, damaging a vehicle on Yolo Street and blocking the train tracks. No injuries resulted from the fallen branches. The train experienced mechanical issues during the fair and did not operate on Sunday. CEO Bartels also reported positively on the performance of the new security company.
The Derby was well attended with 25 drivers, and the new bleachers were a successful addition. Director Raymondo noted sound issues on the south side of the track. CEO Bartels reported that the issue related to power had been discussed with the sound company and would be addressed for the next Fair.

4. **APPROVAL OF FY 25/26 BASE ALLOCATION**: CEO Bartels reported that the California Department of Food and Agriculture would release the FY 2025/26 Base Allocation funds upon approval of the allocation and completion of required Director training.
Director Douglass moved to approve the FY 2025/26 Base Allocation. Director Chavez seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried.

5. **DISCUSSION AND APPROVAL OF PAYMENT ON SB84:** CEO Bartels reported that the 42nd District Agricultural Association had been notified of an SB 84 obligation of $49,980 related to the State's supplemental pension payment. CEO Bartels stated that the obligation was identified during the audit and that preliminary review had not identified prior payments by the 42nd DAA.

Additional research was needed regarding the obligation, accounting treatment, payment history, and repayment requirements.
Following discussion, the Board determined that additional information was necessary before taking action. Director Douglass moved to table the item until further information could be provided. Director Chavez seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried.

6. **DISCUSSION AND APPROVAL OF WRITE OFF $810 OFF AGED AR JLA ACCOUNT:** CEO Bartels reported that four outstanding charges totaling $810 were associated with silent auction bidders who did not pay for their projects. Director Chavez asked whether the Fair retained possession of the projects, and CEO Bartels confirmed that it did.
Director Bitle moved to approve the write-off of $810 in aged JLA accounts receivable. Director Chavez seconded the motion. Directors Bitle, Chavez, Douglass, Mudd, and Raymondo voted in favor. Motion carried

IX. CEO REPORT (Non action items)

1. **INFORMATIONAL REPORT DISCUSSING THE ADMINISTRATION OF 42ND DAA**: CEO Bartels reported that the CDFA Comprehensive Audit remains underway. The audit includes a five-year review of fuel, credit card, and payroll records, as well as comprehensive reviews of 2024 and 2025. CEO Bartels noted that the process has required significant staff time and has also provided an opportunity to review and strengthen current practices. August is typically the slowest month for facility rentals due to the heat, and staff are currently working reduced hours.
2. **INFORMATIONAL REPORT ON THE 2027 FAIR:** CEO Bartels shared that she is working on a Fair theme.
3. **INFORMATIONAL REPORT REGARDING FAIR INDUSTRY RELATED ISSUES**: Director Douglass shared information regarding several California fairs that have entered into agreements for data centers to be located on their fairgrounds.

X. DIRECTOR'S COMMENTS: Director Douglass encouraged everyone to share the Board appointments page to help generate interest from prospective Board members.

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

XI. FOR YOUR INFORMATION

1. Next Board Meeting: October 20, 2026
2. Items for Agenda: SB 84, CDFA Audit, Scinto Audit Review, Exhibitor Handbooks,

XII. ADJOURNMENT: President Ray Mudd adjourned the meeting at 7:29 PM.

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