

**21-A DISTRICT AGRICULTURAL ASSOCIATION
MADERA DISTRICT FAIRGROUNDS**

BOARD MEETING NOTICE

The 21-A District Agricultural Association Board of Directors will be holding a regular monthly Fair Board meeting on

**WEDNESDAY, FEBRUARY 21, 2024 at 5:30 P.M.
MADERA DISTRICT FAIRGROUNDS
ADMINISTRATION OFFICE**

BOARD OF DIRECTORS

Director George “Butch” Ricketts – President
Director Lois Leonard – Vice President
Director Isabel Barreras
Director Rosanne Bonilla
Director Billie Jelks-Hood
Director Patty Manfredi

Director Harvey “Skip” Petitt
Director Stephanie Simonian
Director Sheryl Sisil

CEO

Tom Mitchell

PUBLIC PARTICIPATION

Please be informed that any member of the public is welcome and has a right to request items be placed on the agenda of any board meeting. The items must be directly related to the 21-A District Agricultural Association. Any request for inclusion on the agenda must be made in writing and be delivered to the Administration Office of the Madera District Fairgrounds no later than 4:00pm twelve days prior to the regular board meeting. Any items placed on the agenda by the public will be for information and discussion so that the board may be advised of the views of the community.

The board values the participation of the public in meetings. However, the board president reserves the right to limit the time for public comment to a maximum of three (3) minutes during the public comment portion of the meeting or during the discussion of any particular item listed on the agenda. Further the board president may limit the number of participants during public comment in order to proceed with the agenda or to place an item of the agenda of a subsequent meeting for discuss at that time.

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 21-A District Agricultural Association Board meeting may request assistance at the Administration Office, 1850 West Cleveland Ave, Madera, CA or by calling 559-674-8511 during normal business hours of 8:00am to 4:30pm, Monday through Friday. Please provide one (1) week notice whenever possible.

Agendas are available at www.maderafair.com. Any questions on an agenda item may be directed to the Fair Manager at 559-674-8511.

**21-A DISTRICT AGRICULTURAL ASSOCIATION
MADERA DISTRICT FAIRGROUNDS**
Regular Meeting of the Board of Directors
Administration Office / Board Room
5:30 P.M., Wednesday, February 21, 2024

A G E N D A

1. CALL TO ORDER – President Ricketts

Items listed on this agenda may be considered in any order at the discretion of the President. All items listed on this agenda, in any category, may be considered for action by the Board. Any item not listed on the agenda will not be discussed or considered by the Board.

2. ROLL CALL AND DIRECTORS ABSENT

3. DELARATION OF QUORUM / AGENDA APPROVAL

- 1. Declaration of Quorum**
- 2. Review and Approval of Agenda**

4. INTRODUCTION OF GUESTS AND STAFF

5. PUBLIC COMMENT

Public comment is a right granted to the public. It is reserved for items that are NOT listed on the agenda, but under the Board’s jurisdiction. Please be informed that public participation under Public Comment will be limited to three (3) minutes per speaker and in accordance with state law, the Board will not comment on or otherwise consider any Public Comment item for business until and unless such item has been properly agendized at a future meeting.

6. CORRESPONDENCE

Correspondence from CDFA. CDFA/F&E correspondence may be viewed in entirety at www.cdfa.ca.gov/fe under the “Correspondence” tab.

7. PRESENTATIONS

None

8. CONSENT CALENDAR

All items under the Consent Calendar will be enacted in accordance with recommended action under one motion unless trailed from the Consent Calendar by the Board. Trailed items will be considered separately after the motion to approve the consent calendar.

- 1. Review and Approval of Minutes – August, September, October 2023 and January 2024**
- 2. Review and Approval of Monthly Financial Statements – (under Finance Committee)**
- 3. Review of Rental, Standard Agreements, and Large Checks – January**

9. COMMITTEES (Informational Reports and/or Action by Board)

1. Finance Committee & Manager's Report

- a. 2022 STOP (Review)
- b. 2023 Financial (Review and Action)
- c. 2024 Budget (Review and Action)
- d. Report of Currently held bank accounts and credit cards.
- e. Purchasing credit limits and card holders (Review and Action)
- f. 2023 Allocation and 1499 Funds Received

2. Livestock Committee & Manager's Report

- a. Leader and Advisor Meeting (Review)
- b. Report

3. Building and Grounds Committee & Manager's Report

- a. Hatfield Hall Remodel / Refresh Discussion
- b. Report

4. Race Committee & Manager's Report

- a. Concession Stand Status Discussion
- c. 2024 Race Season Schedule (Review)

5. Fair Committee & Manager's Report

- a. Fair Admission Pricing Discussion

6. Heritage Foundation

- a. Status Update

10. NEW BUSINESS

1. Sponsorship Coordinator

- a. CDFA requirements Sponsorship Coordinator Agreement (Review)
- b. Proposed 1 year Agreement with DNI

2. Board Meetings

- a. Committee Structure and Bagley Keene Requirements
- b. Regular Board Meeting Schedule Discussion

11. OLD BUSINESS

1. Policies and Procedures

- a. Contract and Accounting Procedure Manual Update Discussion
- b. Board Policy Manual Update Discussion

12. FUTURE AGENDA ITEMS FOR CONSIDERATION

Items for consideration at future meetings of the 21-A District Agricultural Association Board of Directors. The Board will not comment on or otherwise consider any Future Agenda item for business until and unless such item has been properly agendized at a future meeting.

13. CLOSED SESSION

The Board of Directors of the 21A DAA are authorized to meet in Closed Session for the purpose of discussing Pending Litigation pursuant to Government Code 11126(e)(1) – Audrey Crow v. Short Track Management, LLC

14. MATTERS OF INFORMATION

- 1. Director's Comments**
- 2. Manager's Comments**
- 3. Next Board Meeting – March 20, 2024**

15. ADJOURNMENT

The above Madera District Fair Board of Directors Agenda for the Regular Meeting of February 21, 2024 was posted in the window at the Fair Office and Online on February 9, 2024.

Tom Mitchell – CEO