

**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, MARCH 20, 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](http://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, March 20, 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](http://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 – February 2024**
- 2. Review and Approval of Monthly Financial Statements – Under Finance**
- 3. Review of Rental, Standard Agreements, and Large Checks – February**

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

- 1. Race Committee & Manager's Report**
  - a. Speedway Operations Update – Kenny Shepherd
  - b. Concession Stand Status Discussion
- 2. Finance Committee & Manager's Report**
  - a. December 2023 Financials (Review and Action)
  - b. 2024 Budget (Review and Action)
  - c. San Joaquin Air District Grant Status
  - d. PSPS Grant Paid Status
- 3. Livestock Committee & Manager's Report**
  - a. Hog Scale
  - b. Report
- 4. Building and Grounds Committee & Manager's Report**
  - a. Facility Condition
  - b. Report
- 5. Fair Committee & Manager's Report**
  - a. 2024 Fair Theme and Discussion
- 6. Heritage Foundation**
  - a. Status Update

## **10. NEW BUSINESS**

- 1. CEO Resignation**
  - a. Review CEO resignation
  - b. Discuss transition plan
  - c. Assign interim manager status
  - d. Revoke CEO's delegated authority and access to Fair-owned systems effective 4/1/24
  - e. Review banking and credit accounts currently in CEO's name.
- 2. Out of State Approval**
  - a. ShoWorks Training in Cody Wyoming – 3 Staff

## **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. MATTERS OF INFORMATION**

- 1. Director's Comments**
- 2. Manager's Comments**
- 3. Next Board Meeting – April 17, 2024**

### **15. ADJOURNMENT**

The above Madera District Fair Board of Directors Agenda for the Regular Meeting of March 20, 2024 was posted in the window at the Fair Office and Online on March 8, 2024.

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**Tom Mitchell – CEO**