

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes -APPROVED
Monday April 10th, 2023

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order by Vice President Schaad at 6:00 pm and was held in the fair office conference room in Tulelake, CA.

ROLL CALL/DIRECTORS ABSENT: Directors Schaad, Fine, and Hernandez were in attendance. Director Struble was in attendance via zoom. There was not a quorum.

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites and Office manager - Megan Halousek, Guests: Jerry LeQuieu, TBVF Friends; Carrie Guthrie, community member; and Kalia Mitchell, CDFA representative.

Community Relations/Public Comment: There was only one community member present. Mrs. Guthrie shared her comments about the Parade Grand Marshalls.

CONSENT CALENDAR:

No voting or actions took place since a quorum was not present at the meeting.

Tulelake Butte Valley Fair Friends

Jerry LeQuieu reported on behalf of the fair friends. The stock market was doing well last month; our accounts were up \$36,400 in just one month. Mr. LeQuieu reminded us that Pete Johns had resigned from the fair friends' board and that they are in need of replacements. Jerry spoke about a need for someone to take more interest in the museum and be able to help out when/if replacements are needed. 2-3 people in the community have been asked to join TBV Fair Friends. It was asked that a copy of the Fair Friends bylaws be located by contacting Pam Hiley.

Committee Reports:

Livestock Reports: It was noted that Beef Weigh-ins would be held in Tulelake on May 3rd in Tulelake at The Fair Grounds @ 4:00 and in Butte Valley on May 4th, 2023 @ 4:00.

- Independent Exhibitors meeting will be held on Tuesday April 18th @ 6:00 P.M.

Executive Committee: President Sutton met with CDFA F & E representatives. Kalia Mitchell attended the meeting via zoom to report about a few questions we had been needing clarification on. She talked to us about committee structures and said that she had a power point presentation on Bagley-Keene that she would be sending to us. This should give us more cohesion with our departments & alignment with the Attorney General. She also informed us that there is a new way to report for Board members attending meetings/events. Discussion continued on committee structure with 3 decision making people & when an agenda needs to be created and made public and report back at the April meeting.

Finance Committee: Has not met since the last meeting.

Public Relations and Program Review:

Fair Court Committee: Director Struble informed us that they had scheduled to meet on April 19th, 2023. They will be buying their fair clothing; Director Struble said that she would turn in receipts for reimbursement. They wanted to meet and discuss with the court about going to fairs to represent TBVF. We also need to get the courts descriptions/pictures/bios for fair and press releases. They will also need to sign media release forms.

Operations and Policy Committee

Ad Hoc Committees:

Jr. Fair Board Committee: Director Fine reported that there were 24 applicants for Jr. Fair board this year. They had a meeting on 4/12 @ 7:00. They are working on getting all members connected and using the app called Teamsnap to send out communications and information. We discussed what they have been doing as far as reviewing their bylaws, working on electing officials, and what their schedules will be like. They are coming up with a plan on how to divide attendance at fundraisers and events, and what jobs and responsibilities they will have. They also need to decide if they are going to order something to wear during events. Director Schaad talked about another Jr. Fair board from Imperial-Valley and their Supervising Member Allan. She sent information about how they are structured and operations of their Jr. Fair board. It was noted that we need to get the Livestock Schedule from the Livestock Superintendent so that these members can sign up for things and not have it interfere with their own livestock projects. Director Fine also requested that a photo release form be created by Office Staff. Director Schaad expressed her thought that Jr. Fair board members may also need training on Media on representing the fair. Overall, the question to be answered is what the goal or purpose of this board is: A Service Club? Or A Non-Profit program dedicated to help local youth.

Fundraiser Committee:

- **Casino Night 2023:** Nancy Sites shared that we are still working on Casino Night Financials. A meeting will need to take place with members to go over the numbers and reconcile the account to get final balances.
- **Casino Night 2024:** The Board talked about possible changes to the 2024 Casino Night event: Not rehiring the racetrack, having a “Cage” that handles all money/ticket conversions, limiting the # of ticket you can get, having a “Will-Call” Booth set up outside of the event so people can get their packets before they even come into the event, possibly using Saffire for online ordering, not changing the date, clearly placing a minimum bid on silent auction items, continue with the “Buy A Bottle, Win Something” tradition for live auction, making sure donations have a hard date to be turned in by, increasing the cost of the prize wheel/Plinko, and bringing in something else to replace the racetracks for those who don’t like to gamble such as a photo booth or money booth.
- **Golf Scramble 2023:** CEO Nancy Sites let us know that the event is scheduled for Saturday, June 3rd 2023. Jr. Fair board Committee member let us know that she would have a few members who could help out during this event. Sites is working on details for the event such as rules, and prizes. She also let us know that this event brings in about \$5,000 dollars.

Business and Information

RV Park--CEO Nancy Sites reported that our RV part is filling up this year again because of building/infrastructure projects in the area (Solar, Fish/Wildlife, and Natural Gas).

Exhibitor Handbooks--The office is working on the Exhibitor handbooks and are hoping to have them ready to go by the end of April. Discussion was held to have Lana bring back the Black and White logo for the cover art. The binding of the handbooks was also talked about. It was suggested that research be done as to the cost for binding them. A discussion was also held about the sections of the book and Local Rules pertaining to judging and the sale order. Nancy said she would talk to our Livestock Superintendent about the wording of this.

Pens--Discussion was made about getting our order in for the new panels. It was decided that Nancy could go ahead and accept an offer and purchase the pens. We also need to see about a backslash for the sheep Wash Rack.

Parade Grand Marshalls--Nancy was asked to reach out to Nick & Paula and family about parade Grand Marshals to let them know they are all Parade Grand Marshals.

Grounds and Maintenance--Grand stand lighting was discussed and a quote is being worked up. The “Boneyard” is getting cleaned up and Tree Trimming is being done. It is going to cost us \$6,000.00. Garden Area will continue to be looked at as a place for more parking/board parking. Plans for this are in-process and being made. Paving, and roof quotes are still being made.

Independent Livestock Exhibitors—Meeting scheduled for April 18th @ 6:00. This will be the first meeting to be held. Office Staff will be running the meetings. They will be once a month and alternate days to be held (Monday/Tuesday). They will be held at the Fair Office.

OLD BUSINESS

NEW BUSINESS

Parking—It was discussed that we need a group to do our Parking during the fair from 8:00 A.M. to 8:00 P.M. Thursday-Sunday; with a need for 8 people per shift (including 2 adults). Director Struble is going to reach out to groups in Butte Valley. The office contacted her and let her know that if she doesn't find someone by the end of the month they have another group interested in the contract. The price for the contract was raised from \$2,500.00 to \$5,000.00 this year.

Grand Stand Entertainment: Nancy is still in the process of securing entertainment for the grandstand events. We still need to look into grandstand upgrades and other needs to make these new events possible.

Website: The office is continuing to work on updating our website.

Director Statements: Each director gave a brief statement.

Next Meeting: May 3rd, 2023

Meeting adjourned at 8:17 pm

Respectfully submitted,

Board President Signature

Nancy Sites, CEO
