

**10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR**  
**Board of Director Meeting Minutes - APPROVED**  
**Wednesday, April 6, 2022**

**CALL TO ORDER:** The 10A District Agricultural Association Board of Directors meeting was called to order by President Schaad at 6:01 pm and was held at The Tulelake Butte Valley Fairgrounds in the office.

**ROLL CALL/DIRECTORS ABSENT:** Directors Schaad, Misso, Luscombe, Sutton, Misso, and Fine were all in attendance. Directors Hernandez and Struble were absent. A quorum was declared.

**INTRODUCTION OF GUESTS & STAFF:** Staff - CEO - Nancy Sites;

**Community Relations/Public Comment:** None

**CONSENT CALENDAR:**

The consent agenda included the March 2, 2022 board meeting minutes, February cash disbursements and the financial report from February 2022. *Director Luscombe moved to approve the consent agenda. Director Fine seconded. All in favor, motion passed. Director Schaad abstained on approving her travel reimbursement, Director Sutton abstained on approving her travel reimbursement, director Misso abstained on approving her travel reimbursement.*

Board Member	Approved	Not Approved	Abstained/Absent
Director Luscombe (motion)	X		
Director Fine	X		
Director Misso	X		
Director Sutton	X		
Director Hernandez			X
Director Struble			X
Director Schaad	X		

**Fair Friends Report:** Nancy gave the report for the fair friends from Jerry. They received another donation that they will be investing with both investment firms. The market still is not doing very well so no interest has been added to their checking or savings accounts in the last few weeks. There was some discussion about adding a new seating area in honor of the Lily’s Gift Foundation.

**Committee Reports:**

**Livestock Committee:** Director Luscombe reviewed the livestock committee meeting held just prior to this meeting. Many of the independent exhibitors attended and introduced themselves. The committee reviewed their paperwork and let them know what is expected of them as an independent exhibitor. Beef Weigh in and tagging is coming up the first week of May. Tuesday, May 3<sup>rd</sup> 4pm-6pm at TC Ranch in Macdoel and Wednesday, May 4<sup>th</sup> from 4-5:30pm at the fairgrounds in Tulelake. 2021 was the first year that we had the livestock judges that we hired last year. The committee would like to have them back again this year.

Tara Porterfield sent in a proposal for having ultra sounds done on the animals this year. Nancy will need to look into the cost of having an ultra sound tech come to the fair. Lizzie Struble has agreed to return as the livestock superintendent for 2022.

President Schaad appointed a committee for the exhibitor handbook. There are a lot of updates and changes to complete with the exhibitor handbook. Mary Schuck, Mary Hall, Director Fine and Director Schaad will meet to discuss these changes. Lizzie already gave Nancy her changes so we will add those. Rhonda Hemphill sent her changes for the Gymkhana and PeeWee showmanship as well.

**Public Relations Committee:** Director Sutton asked if the board had an opinion about having a “fair program” or if we were going to do a schedule and have everything else online as we have in the past. They were all in agreement that all we really need printed is the schedule and the rest can be online. Emily is working on the design for the 2022 fair logo.

**Special Events Committee:** Nancy reviewed the Casino Night financials. We did very well and everyone had a great time. We do need to address the line as registration. The slot machines are pretty high maintenance so we will do something else for that next year, maybe some arcade games. Director Sutton suggested that we get the casino money sooner so that we can make packages up ahead of time. We may need to add a package that includes drink tickets so they can purchase them all at the same time. We may not need a DJ next year; Jay Davis was a great addition as the MC for the evening. Golf Tournament – June 4th Indian Camp Golf Course

**TBVF Staff Reports - Administration & Maintenance:**

Office Staff – Beckie retiring June 1 so Nancy will be looking for a new office assistant. Nancy reviewed the payroll changes that took effect on July 1, 2021. These are being corrected as well as the payroll taxes that need corrected.

We need to start thinking about the Parade Grand Marshal and Farmer and Rancher of the year.

Jr. Fairboard Applications are due May 2.

Fireworks – Spoke with Malin they would like for us to do it again. Spoke with the fireworks company. Their minimum on the 4th is \$15,000, for a little bit bigger show. Our usual budget was around \$12,000. If we do a show on the 2nd or 3rd instead the price goes down to \$13,110. The funding will go through the Malin Community Service Club. The board would like to see us do the fireworks on the 4<sup>th</sup>.

Exhibitor Handbook – I would like all changes that we know of by the end of next week so I can get working on content. If we get everything in by April 15, I should be able to get it up on the website and printed by mid-May. Also need to get ribbons and buckles ordered, President Schaad suggested that we have an awards meeting soon. She appointed Director Struble and Director Fine to that committee. They will be April 26<sup>th</sup> at 1pm if that will work for everyone.

TEACH – Has moved in to the admission building. They are planning on being there for about three years or so for now.

Modoc County Sherriff Office – Would like to hold an emergency services meeting here on May 3rd 2022. This meeting will go over plans for power shut offs and emergency plans if power shut offs occur. It will be from 6:30-7:30pm

Maintenance – Quotes for paving/gravel; would like a budget to do \$150,000 this year and the remaining next year. New monitor in the Arts and Crafts Building. AJ is working with Dave for a couple of months. Mary was gone for a couple of weeks but will go back to three days a week. Will need to hire after AJ leaves for irrigation and mowing.

All of the floors in the buildings got polished thanks to our crew and Misso for helping out. They look fantastic! The tractor had major issues but Huffman and Dave were able to repair it.

The light poles were tested to see if they need to be replaced. There are two that really should be, the others seem to be okay. We will be looking for a contract to do that work.

The trees are still out by the road are still being evaluated.

CFSA & WFA – Now that I am on the board for both we may need to move our June meeting. CFSA is in Sac June 1 and I am excited to finally attend in person instead of by zoom.

CDFA – Still not sure what our allocation will be but need to get our training in and completed by the end of May so that if we do get an allocation everything will be done. I am working on the 2021 STOP. I should have it in by the end of the month. We did receive our training allocation reimbursement for WFA convention.

Director Luscombe had to leave the meeting. We no longer had a quorum.

**Old Business –**

Complete officer elections – Next meeting

**New Business –**

Ag Mechanics proposal – next meeting

Board Evaluation Document – Director Sutton went through some of the options for documents that she found for board evaluation. She will send me the survey packet and we can discuss at the next meeting

**Director Statements** Each of the directors gave a brief statement

**Next Meeting:** Wednesday, May 4<sup>th</sup> 6pm at Mike and Wanda's Restaurant

**Meeting adjourned at 8:30pm**

Respectfully submitted,

Nancy Sites, CEO