

10-A DISTRICT AGRICULTURAL ASSOCIATION  
P.O. BOX 866; 800 SOUTH MAIN STREET TULELAKE, CA 96134  
(530) 667-5312 • Fax (530) 667-3944  
Website: [www.tbvfair.com](http://www.tbvfair.com)  
Notice given on 8/4/23

### **BOARD MEETING NOTICE**

The 10-A DAA Board of Directors will be holding a regular monthly fair Board meeting on Wednesday, August 16, 2023 at 6:00 p.m.  
Tulelake Butte Valley Fairgrounds Conference Room  
800 South Main St, Tulelake CA 96134

We have added a conference call-in number, if you plan to join us this way please call the fair office at (530) 667-5312 to let us know.

Conference Call in Number  
(605) 313-5970

### **BOARD OF DIRECTORS**

Angela Sutton (President), Laura Schaad (Vice President), Crystal Fine  
Venancio Hernandez, Kathleen Luscombe, Tracey Struble,

### **STAFF**

Nancy Sites, CEO; Megan Halousek, Office Manager; Dave Kandra, Sr. Maintenance Supervisor

### **PUBLIC PARTICIPATION**

Members of the public are welcome and may place items on the agenda of any board meeting. The items must be directly related to fair (10-A) district business. Request for placement must be made in writing and delivered to the fair office no later than 4:00 p.m. twelve (12) business days prior to the board meeting. 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. While the board values the participation of the public, the board president reserves the right to limit the time for public comment to a maximum of five (5) minutes in order to proceed with the agenda of the day and/or to place the item on the agenda (as an action item) of a subsequent meeting.

All meeting notices, agendas and materials considered by the Board during the meeting will be available to the public during the meeting and also on the Board's website at [www.tbvfair.com](http://www.tbvfair.com)

### **AMERICANS WITH DISABILITIES ACT**

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 10-A District Agricultural Association Board or Committee meetings, or in connection with other Tulelake-Butte Valley Fair activities, may request assistance at the Tulelake-Butte Valley Fair Office, 800 South Main St., or by calling 530.667.5312, during normal business hours of 9:00 a.m. to 4:00p.m. Monday through Friday. Requests should be made one (1) week in advance

**The mission of the 10A District Agricultural Association is to provide a safe place for families to create lasting memories and new traditions. We preserve and showcase the rich history, heritage and innovations upon which our communities were built.**

# 10A DAA Board Meeting Agenda

Wednesday, August 16, 2023 at 6:00pm

1. CALL TO ORDER: President Sutton

All matters noticed on this agenda, in any category, may be considered for action. Any item not so noticed may not be considered. Items listed on this agenda may be considered in any order at the discretion of the President. This agenda, and all notices required by the California Bagley-Keene Open Meeting Act, are available at [www.tbvfair.com](http://www.tbvfair.com)

2. ROLL CALL OF DIRECTORS and DECLARATION OF QUORUM

3. INTRODUCTION OF GUESTS & STAFF PRESENT

4. COMMUNITY RELATIONS/PUBLIC COMMENT: (5 minutes)

*Speakers are limited to five (5) minutes. This time is for items not on the current agenda. No debate by the Board shall be permitted on such public comment. No action will be taken on such comment at this time, as law requires formal public notice prior to any action on a docket item. Public comments on items listed elsewhere on the agenda will be heard as that item is being considered.*

5. CONSENT CALENDAR: (Discussion/Action by Board)

Any member of the public, staff or board of directors may request that an item be removed from the consent calendar discussed, and acted upon as a separate Item. For convenience, all matters listed on the Consent Calendar may be considered and acted upon in one motion without any discussion unless a Director, a member of staff, or a member of the public request's individual treatment.

- a. Minutes of June & July 2023 Board Meeting
- b. Cash Disbursements – May, June, July 2023
- c. Current Finance Report – May, June, July 2023

6. CORRESPONDENCE: (Information/Action by Board)

All CDFA, CFA or CFSa memo's

7. TULELAKE-BUTTE VALLEY FAIR FRIENDS REPORT: (Information/Action by Board)

- a. Financial Report
- b. Any other business

8. COMMITTEE REPORTS (Informational/Action by Board)

- a. Finance

The mission of the 10A District Agricultural Association is to provide a safe place for families to create lasting memories and new traditions. We preserve and showcase the rich history, heritage and innovations upon which our communities were built.

- b. Buildings and Grounds
- c. Operations and Policy
- d. Public Relations (Fair Court) and Program Review
- e. Executive Committee

Advisory Committees

Jr. Fair Board

9. BUSINESS REPORT & INFORMATION

- a. Office/Admin Activities
- b. Grounds/Maintenance Activities - List of current projects

10. INTERIM EVENTS TENTATIVELY SCHEDULED - Sierra Cascade – Sept. 15-Nov. 24

11. Security Deposits to Refund: (Informational/Action by Board)

- a. Sharp – August 5, 2023
- b. Chavolla – August 12, 2023

12. OLD BUSINESS: Board of Director Consideration/Action by board

- a. Free and VIP Ticket Policies
- b. Employee Credit Card Policy
- c. Entertainment Contracts
- d. Livestock Rules – Halters in Sheep Show Ring

13. NEW BUSINESS: Board of Director Consideration/Action on the following

EXECUTIVE SESSION: Closed Meeting

*Pursuant to the Division Government Code Section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:*

- a. Personnel Matters (GCS11126a)  
CEO Yearly Evaluation  
Discuss evaluation results with CEO

OPEN SESSION: Action from Closed Session

13. MATTERS OF INFORMATION:

- a. Director Statements:
- b. Staff Statements:
- c. Next Proposed Board Meeting Date: Fair: August 30, 2023
- d. Items to be added to the next meeting's agenda:

14. ADJOURNMENT

The mission of the 10A District Agricultural Association is to provide a safe place for families to create lasting memories and new traditions. We preserve and showcase the rich history, heritage and innovations upon which our communities were built.