

**10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR**  
**Board of Director Meeting Minutes -APPROVED**  
**Tuesday December 13, 2022**

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

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

**INTRODUCTION OF GUESTS & STAFF:** Staff - CEO - Nancy Sites and Office manager - Megan Halousek, Livestock Superintendent - Lizzie Struble,

**Community Relations/Public Comment:** There were no public comments

**CONSENT CALENDAR:**

The consent agenda included the October board meeting minutes, September, October and November cash disbursements and the financial report through November 2022. The September 2022 Cash Disbursement were omitted from the consent calendar and moved so the January 2023 meeting. *Director Schaad moved to approve the consent agenda omitting the September cash disbursements. Director Struble seconded. All in favor, motion passed.*

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

**CORRESPONDENCE:**

Nancy reviewed the memos from CFSA and CDFA that were included in the meeting packet. A letter written by the fair staff regarding 4<sup>th</sup> of July activities was also reviewed and discussed.

**Committee Reports:**

Livestock Committee:

The updated independent exhibitor information was included in the board packet. There are a few changes that need to be made and we have made a few changes to the program from 2022 but the packet is ready to go on the website for exhibitors to review. The livestock schedule for 2023 was discussed and drafts will be presented at the January 2023 meeting for the board to review.

Interim Events

Casino night will be held March 4, 2023.

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

Megan has updated drafts of the fair court and Jr. Fairboard applications. Director Struble reported that the fair court will be out January 9<sup>th</sup> with a February 10<sup>th</sup> application deadline for the fair court. This is the 70<sup>th</sup> anniversary of the fair court so there will be a reunion of past fair court members and a parade float. The Western Fair’s Association is coming up in January. Nancy needs to know who is planning on attending so that we can make arrangements this week. As of now the attendees will be: Tracey, Lizzie, Megan, Nancy, Laura and Angela. The fair office will be closed January 16-20, 2023 so that we can attend the conference.

**OLD BUSINESS**

Board Evaluation Documents: Director Sutton distributed the board self evaluation documents. They will be reviewed prior to the next board meeting.

2019 Financial Audit Results – The results were included in the board packet. Our accounting firm just finished them up in November. Nancy reviewed some of the highlights, all seems to be in order. They will now begin on the 2020 and 2021 financial reviews.

**NEW BUSINESS**

Modoc County TEACH Resource Center Request: A letter from them was reviewed. They will be having free parenting classes in Tulelake and would like to use the Arts and Crafts building at a reduced cost once a month for those classes.

Siskiyou County Department of Agriculture has asked once again to use the home ec building for their training in March.

Tiny, Mighty, Strong has outgrown their location in Tulelake and would like to use the Arts and Crafts building on Mondays and the Home Ec building on Wednesdays for their teen after school activities. They also requested a reduced rate for the use of the building.

**Approval for office staff and board members to travel to Reno and attend the WFA convention in January 2023.**

*Director Schaad moved to approve travel and attendance of the 2023 WFA Convention. Director Struble seconded. All in favor, motion passed.*

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

**Director Statements:** Each director gave a brief statement

Director Misso had announced a few months ago that she would resign from the board at the end of 2022 so this was her last meeting. Everyone thanked her for her service she will be greatly missed.

**Next Meeting:** January, 11, 2023

**Meeting adjourned at 7:55pm**

Respectfully submitted,

Board President Signature

Nancy Sites, CEO