

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes - APPROVED
Wednesday, May 4, 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 Mike and Wanda’s Restaurant in Tulelake, CA.

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

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites; Steve Fortin, Sierra Cascade Nursery; John Wells, Sierra Cascade Nursery; Jerry LeQuieu, TBVF Fair Friends

Community Relations/Public Comment: Steve Fortin introduced himself and John Wells of Sierra Cascade Nursery. This is the first time Steve had ever attended a board meeting. He wanted to let the board know how much the company appreciates our partnership with them on migrant housing right after the fair. He knows it’s a stressful time for both of our crews to get everything cleaned up from fair and set up for housing and he truly appreciates wanting to work with them make it work for both of us. President Schaad thanked both Steve and John for attending and they explained a little bit about their company.

CONSENT CALENDAR:

The consent agenda included the April 6, 2022 board meeting minutes, Sierra Cascade Nursery contract for migrant housing for 2022-2026; March cash disbursements and the financial report from March 2022. *Director Schaad moved to approve the consent agenda. 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 some memo’s from CFSA regarding workers comp and general liability increase in rates for 2022. Workers’ comp is staying the same as 2021 but general liability is increasing by 15%.

Fair Friends Report: Jerry LeQuieu gave the financial report for the fair friends.

Committee Reports:

Livestock Committee: Director Struble reviewed the beef weigh in that took place in Butte Valley yesterday. We also reviewed the Tulelake beef weigh in that took place just prior to the meeting.

Public Relations Committee: President Schaad reviewed the exhibitor handbook meeting that was held in April. Mary Hall, Mary Schuck, Crystal Fine, Laura, Lizzie Struble and Nancy were all part of the group. Nancy is now making the many the revisions and hopes to have them completed the first part of May. Nancy also received a quote for printing some books. Director Sutton suggested looking into purchasing a binding machine and printing them ourselves since we print so few.

Director Struble reported on the Jr. Fair Board. We received three applications, there was some discussion about getting more interest in the board as there are many jobs for them to do during the fair and three is just not enough.

Special Events Committee: The Tulelake Butte Valley Fair Friends Golf Scramble is coming up on June 4th. The registration forms are out and we are hoping to get around 35 teams or so registered. We will have a beverage station and breakfast burritos for the participants. It was also suggested maybe we talk to westside about making pizza for everyone after the event.

TBVF Staff Reports - Administration & Maintenance:

Nancy reviewed the training requirements that need to be completed by board members. We may need some of these to be completed by June 1st to get our allocation from the state. Nancy and Beckie will send out reminders for training. Beckie is retiring June 1st, the board would like to have a dinner for her and Steve, we set a date for a dinner at Captain Jack’s. We are working with the temp agency to see if they have any ideas for a new office manager. We are working with California Human Development; they have a training program for office & maintenance workers to gain new skills. The state pays them and we train them and at the end of three months we have the option to hire them if it works out.

The quote for trimming the trees on the east side of the fairgrounds is in. We will go ahead and have them get started as soon as possible. The paving quotes are quite different so we will be working on getting those figured out as well and hopefully start on some projects soon. The buildings have been getting some facelifts and new paint on the inside. Dave is getting quotes to paint the outside of them. The information booth facelift is almost completed and it is going to look great with the new siding and roof.

The buildings are pretty much full every weekend from May 25 through fair, there is at least one event each weekend, sometimes there are two or three so we are busy, busy this summer. Director Struble mentioned that the Butte Valley volleyball girls are looking for fundraising projects so we will keep that in mind as well. We had the pipes to the 4-H/FFA bathroom fixed so that we shouldn’t have the problem of them overflowing as they did last year.

Old Business –

Complete officer elections - There was not a quorum at the end of the last meeting so the officer elections were not completed. Director Hernandez moved to re-elect President Schaad for another term. Director Struble seconded. Motion passed unanimously. President Schaad and Vice President Sutton will be our officers for 2022/2023

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

Ag Mechanics proposal – This was not able to be voted on at the last meeting due to lack of a quorum. There was some discussion about the proposal. It was proposed that students be able to sell both an animal market project and an Ag Mechanics project in the Rotary Auction. The idea of this being that we would have more Ag Mechanics projects entered if they were able to make money on them in the auction. There was some discussion about who the Ag Mechanics projects should be opened up to. All FFA chapters Oregon or CA, all kids in 4-H or FFA Oregon or CA or just students enrolled in FFA in the 10A District.

Director Fine moved to allow kids enrolled in a FFA Chapter in the 10A District Agriculture Association be allowed to sell both a qualifying market animal project and a qualifying Ag Mechanics Project in the Rotary Auction. Director Sutton seconded. Motion passed unanimously.

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| Director Luscombe | | | X |
| Director Fine (moved) | X | | |
| Director Misso | X | | |
| Director Sutton (second) | X | | |
| Director Hernandez | X | | |
| Director Struble | X | | |
| Director Schaad | X | | |

Board Evaluation Documents – Director Sutton asked that we table this discussion until the June meeting so she has some time to get these documents together.

New Business –

Damage Deposit – Nancy asked that the board look at the damage deposit amount again. It is currently \$1000 for everyone that has an event at the fairgrounds. We do have the option to waive it, if approved by fair staff. Generally, the deposit is taken 10 days prior to the event and returned a couple weeks after if there is no damage. Nancy suggested looking at making the deposit \$500 as we have not taken any more than a couple hundred dollars out of the damage deposit in the last few years. There was some discussion, Director Hernandez expressed his concern with decreasing the deposit as there is much damage that could possibly occur during these events. Since it is not interfering with people booking events, he thinks we should keep it the same. The board agreed so the damage deposit will stay at \$1000 for all events.

CDFA Allocation Request – We are unsure what our 2022 CDFA allocation will be yet but we need a motion to accept this allocation from CDFA.

Director Struble moved to accept the general allocation from CDFA F & E for 2022. Director Hernandez seconded. Motion passed unanimously.

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| Director Hernandez (second) | X | | |
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| Director Schaad | X | | |

The board submitted some nominations for Parade Grand Marshal and Farmer and Rancher of the year. Nancy will get in touch with these people and report back at the next meeting.

2021 STOP – The 2021 STOP is completed and has been turned in to CDFA for review. After review, President Schaad will sign the official copy.

Director Statements Each of the directors gave a brief statement. It was suggested that we invite the Jr. Fairboard applicants and the Queen Court to the next meeting.

Next Meeting: Nancy does have a conflict on June 1st as that is the date of the next CFSA meeting in Sacramento as well. There was some discussion and it was decided to keep our meeting on June 1st as it works best for the board and Nancy can do a zoom call for the CFSA meeting if necessary.

Meeting adjourned at 8:45pm

Respectfully submitted,

Nancy Sites, CEO