

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
Notice given on 10/23/23

BOARD MEETING NOTICE

The 10-A DAA Board of Directors will be holding a regular monthly fair Board meeting on Wednesday, November 1, 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), 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

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, November 1, 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

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 August 30 & October 3, 2023, Board Meetings
- b. Cash Disbursements –August & September 2023
- c. Current Finance Report –September 2023

6. CORRESPONDENCE: (Information/Action by Board)

All CDFA, CFA or CFSA memo's – Travel Ban Officially Lifted

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

- a. Financial Report
- b. Any other business

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8. COMMITTEE REPORTS (Informational/Action by Board)
- a. Finance – Things in progress: 2024 Budget, 2020 Financial Review
 - b. Buildings and Grounds
 - c. Operations and Policy
 - d. Public Relations (Fair Court)
 - e. Executive Committee

Advisory Committees

Jr. Fair Board

9. BUSINESS REPORT & INFORMATION

- a. Office/Admin Activities
 - Casino Night – Saturday, March 2, 2024
 - Upcoming Conferences/Staff Meetings –
 - a. CDFA Training of CEO's to administer State Trainings – Zoom; November 1, 2023
 - b. CDFA F & E DAA CEO Meeting – Nov 6, Sacramento
 - c. Manager's Conf – Nov. 7-9; Sacramento, CA
 - d. IAFE Conference – Nov. 25-30, Salt Lake City
 - e. WFA Conference – Jan. 3-6, Anaheim, CA
 - Director/Staff State Training, how are we doing?
- Office Schedule – November 6-9; Megan filling in a couple of days
 - November 10 – Office Closed, Veterans Day Observed
 - November 22-24 – Office closed for Thanksgiving Holiday
 - November 27-December 1 – Megan filling in
- b. Grounds/Maintenance Activities
 - Winterizing buildings
 - Equipment Maintenance

10. INTERIM EVENTS SCHEDULED - Sierra Cascade – Sept. 15-Nov. 24
November 27, 2023 – Begin Receiving winter storage
December 16, 2023 – Larson Quinceanera – Main Exhibit

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

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

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

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- a. IAFE Conference – November 2023; need to approve travel
- b. 2024 Grandstand Entertainment Options

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

- a. Resolution approving request of 22/23 and 23/24 CDFA Allocation Funds
- b. 2024 Committees/Advisory Committees
- c. Committee Assignments – Board President
- d. Vice President Election

14. MATTERS OF INFORMATION:

- a. Director Statements:
- b. Staff Statements:
- c. Next Proposed Board Meeting Date: Wednesday, December 6, 2023
- d. Items to be added to the next meeting's agenda:

ADJOURNMENT

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