

**10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes -Approved – Wednesday, October 15, 2025**

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order by President Sutton at 5:33 pm and was held in the fair office conference room in Tulelake, CA.

ROLL CALL/DIRECTORS ABSENT: Director Sutton, Director Hall, Director Hernandez, Director Luscombe and Director Struble were all in attendance. We had a quorum.

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites, Office Manager Megan Halousek, Jerry LeQuieu of the Fair Friends.

Community Relations/Public Comment: None

Consent Calendar: *Director Struble moved to approve the consent agenda Director Hernandez seconded the motion. All were in favor. Motion Passed.*

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

Correspondence: Director Sutton reviewed the training for each of the board members and reminded them to please keep them up to date. Nancy reported that CFSA has contracted with a new special event insurance company, and they are able to provide insurance for our special interim events. The rates for this insurance has decreased with the new company they are working with.

Fair Friends Report— Jerry LeQuieu gave a financial report for the fair friends and gave an update on the Fair Friends Board status. They will be having a meeting next week to talk about their current investments.

COMMITTEE REPORTS - Advisory Committees – None of the committee have met since the last meeting It was suggested that we also assign an entertainment committee, in addition to our standing committees.

Jr. Fairboard and Fair Court:

The Jr. Fairboard still needs have their after fair meeting. We will to the applications for the Fair Court and Jr. Fairboard at similar times. Applications will go out by December 1 and due back on December 19.

Fundraiser – Director Sutton asked about using the door that SCN installs when they are here where the roll up door is, that way the restrooms are closer. Nancy will look into how much that would cost as they put it in and remove it each year.

Old Business: Amy was not able to attend but she sent a detailed report of the Diamond Gems Festival.

New Business:

2025 Officer Elections

Director Struble made a motion to nominate Director Sutton as President. Director Sutton accepted. Director Hernandez seconded the motion. Motion passed. Director Sutton will continue as President.

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

Director Hernandez made a motion to nominate Director Struble as Vice President. Director Struble accepted. Director Hall seconded the motion. Motion Passed. Director Struble will continue as Vice President.

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

2026 Committee Assignments:

- Finance Committee – President and Vice President
- Operations and Policy – Director Sutton and Director Hall
- Buildings and Grounds – Director Luscombe and Director Hernandez
- Public Relations – We will not have this committee in 2026
- Jr. Fairboard – Director Hall and Director Sutton
- Fair Court – Director Struble and Director Luscombe
- Fundraiser – Director Struble, Luscombe and Hall

The board then moved into closed session
Pursuant to Government Code (GC) section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving: Yearly CEO Evaluation at 7:05p.m.
The board of directors went back into open session at 8:32p.m. There was no action to be taken after the closed session.

Director Statements: Director Statements and Staff Statements were given. It was suggested that we look into adding a livestock committee and that we complete a survey of the audience to get ideas for our 75th anniversary in 2026.

Meeting Adjourned at 8:59pm; Next Meeting: Monday, November 10, 2025

Respectfully submitted,

Board President Signature

Nancy Sites, CEO

