

10-A DISTRICT AGRICULTURAL ASSOCIATION – TULELAKE-BUTTE VALLEY FAIR
Board of Director Meeting Minutes -APPROVED
Tuesday, October 8, 2024

CALL TO ORDER: The 10A District Agricultural Association Board of Directors meeting was called to order by President Sutton at 6:01 pm and was held in the fair office conference room in Tulelake, CA.

ROLL CALL/DIRECTORS ABSENT: Director Sutton, Director Fine, Director Luscombe, Director Hernandez, and Director Fine were all in attendance.

INTRODUCTION OF GUESTS & STAFF: Staff - CEO - Nancy Sites, and Office Manager-Megan Halousek; Jerry LeQuieu of the Fair Friends and Scott Seus of Seus Farms attended,

Community Relations/Public Comment:

President Sutton asked Scott if he had any public comment. He shared some of his concerns from the 2024 fair. On the Vocational Arts Projects, the judge needs to be a professional fabricator, he was also wondering if the kids could get a copy of their score sheets and comments. He asked about the “red ribbon” rule, if they aren’t allowed in the livestock market classes, why are they allowed in Ag Mech? Scott strongly believes there should be a local showmanship class that is only for 10A district kids. On the sale order he suggested that the final drive in each species should sell first at the very least. He felt the randomness of it this year was confusing to the buyers.

Regular Meeting:

Consent Calendar:

Director Luscombe 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 (motion)	X		
Director Fine	X		
Director Sutton	X		
Director Hernandez (Seconded)	X		
Director Struble	X		

Fair Friends Report— Jerry LeQuieu reported for the fair friends. They are going to have a meeting on October 23rd. The board would like an idea of what projects we have coming up for the next year so they can decide what they need to reinvest and what the fair will need.

COMMITTEE REPORTS

Advisory Committees

- **Jr. Fair Board Committee:** President Sutton reported that the Jr. Faiboard did great at this year’s fair. They will be celebrating with a bowling party later in October. They have decided that a maximum of 20 members would be instated in 2025 and are planning on a November 1 deadline for the 2025 Jr. Fairboard. Director Fine also added that the Jr. Fairboard exhibitor dinner went well but suggested maybe having it in the sale barn next year instead of outside. They also loved helping with the awards. Here were the Jr. Fairboard suggestions for the 2025 fair that came from their last meeting:

There should be a check in process for the exhibitor meeting at the fair to make sure everyone attends. Possibly host a mandatory leaders meeting prior to fair that details all of the things that need to happen during the fair.

They would like to help with the ordering of awards in 2025.

Suggested a paper schedule for Master Showmanship so the participants know what is happening

- **Fundraiser Committee:** The casino night committee will continue to plan for the 2025 event.

New Business:

Criss Family Local Bred Beef Contest 2025 – The board all agreed that this contest should continue as has been a great addition to the beef division.

Update Employee Cell Phone Policy

Nancy presented a draft of the new cell phone policy. She will be canceling the Verizon service as the maintenance supervisor and CEO are now on their own personel plans and will be reimbursed by the fair each month instead of the fair having their own cell phone account.

Cell Phone policy for Permanent Employees: The association requires that the CEO and the Senior Maintenance Worker carry a cell phone at all times for business purposes. The agency will pay for monthly service for these phones either through the fairgrounds plan or through reimbursement of the employee for an agreed upon monthly stipend. The employees may purchase their own phone to put on the agency plan or the agency may provide a phone to the employee. In the event that the phone was purchased by the agency and the employee leaves their position, they must leave the phone or purchase it from the agency.

Director Fine moved to approve the consent agenda Director Luscombe seconded the motion. All were in favor. Motion Passed.

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

Fairtime RV Park Rules and Regulations - This agenda item will be discussed at a future meeting.

2024 Budget Revision Resolution to approve the 2024 budget revisions – Nancy discussed the budget updates with the board and explained that we would need a resolution to approve it in order to get our state allocation for the 2024.

Director Luscombe 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 (motion)	X		
Director Fine	X		
Director Sutton	X		
Director Hernandez (second)	X		
Director Struble	X		

2024 Fair Review

Grandstand Events & Admission – President Sutton reviewed the admissions department for the 2024 fair. She would like the board to consider raising admission from \$4 to \$5 to make it easier for change at the gates. We

have charged \$4 since 2019 so it is time for an increase. There are some discrepancies between the money brought in and the items entered into the computer. Some of this is probably due to the internet going down a few times during the fair so those items were not able to be recorded into the system.

We may need to consider having a security person at the RV park gate to help the RV park host. We will also consider getting a rolling gate that can easily be transformed into a walk through gate only. We may need to add the admission booth back outside the livestock gate so that we can close the office when needed. She is spread very thin on Saturday morning between the parade and helping with admissions. We need to either get someone else to do the parade or someone to help with Saturday morning admissions as that is our busiest time.

For the grandstand events – if we are going to continue to have national live music in the grandstand, we need another source of income. They are just not profiting as they need to in order to be sustainable.

Parking – We may need a security person at the livestock gate on Wednesday afternoon and evening to monitor the cars driving in and out that gate. There were too many people coming in and leaving their cars that should not have been there.

Office/Admin - We will look at possibly closing the main office earlier in the evening.

Livestock – Suggested we have a designated area for grooming sheep/goats as we do for Beef. The livestock show clerks should know the species that they are clerking. The livestock office need blinds for the windows.

Vendors – Megan suggested maybe having some of the vendors open later on Thursday/Friday and possibly close earlier on Sunday. Also, maybe have a vendor processing fee to help cover the cost of processing all of their paperwork.

Discussion Items for future Meetings:

Director Statements: Director Statements and Staff Statements were given. Overall the 2024 fair went well, the board and staff were very pleased with how smoothly things went.

Next Meeting:

Respectfully submitted,

Board President Signature

Nancy Sites, CEO
