



40<sup>th</sup> DAA State of California  
Yolo County Fair  
1125 East Street or PO BOX 1408 Woodland, CA 95776  
Phone: 530.402.2222  
Email: [Info@yolocountyfair.net](mailto:Info@yolocountyfair.net)  
Website: [www.yolocountyfair.net](http://www.yolocountyfair.net)

Thu, Jan 13, 2022,  
Meeting Time: 12PM or Noon

Online Participation

<https://global.gotomeeting.com/join/235451029>

Phone Participation

[+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 235-451-029

Board of Directors:

Elaine Yamaguchi (Chair), Troy Bird (Vice Chair), Katie Villegas, Anthony Roberts, Gary Holman & Nancy Muller

Staff:

Bart Vannucci, CEO, Rita Moore Retired Annuitant Deputy Manager, Carolyn Guillen Event Coordinator, Sara Bailey Marketing Rep, Paulo Silva Maintenance, Rod Pool Maintenance & Everardo Leon Maintenance.

Public Participation:

While the Board values the participation of the public, the Board reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker to proceed with the agenda. Public comment must be related to Open Meeting Laws for DAAs. All meeting notices, agendas and materials considered by the Board during the meeting will be available during the meeting. The agenda and notices will also be available on the website at [www.yolocountyfair.net](http://www.yolocountyfair.net).

Public Comment:

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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 40th District Agricultural Association Board or Committee meetings, or in connection with other Yolo County Fairgrounds ground activities, may request assistance at the Fair Office, 1125 East St., or by calling 530-402-2222 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 whenever possible.



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### Note:

Items listed on this agenda may be considered in any order at the discretion of the Board Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board. Public Comments will be accepted on Agenda items at the time each item is considered by the Board. Comments are limited to three (3) minutes.

## Agenda

Call to Order: Chairperson Yamaguchi

### Roll Call Vote:

1. Declaration of Quorum
2. Approval of Absences

### Introduction of Guests and Staff:

Consent Calendar: All Matters listed are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the vote unless members of the Board, Staff, or public request specific items to be discussed separately and/or removed from this section. All materials listed were sent as attachments with the agenda.

1. October 21, Board Minutes
2. October & November Interim Events, Leases and Standard Agreements
3. October & November 2021 Bills paid
4. Delegation of Contract Authority:
  - This is to authorize the Secretary/ CEO the authorization to execute F-31 Rental Agreements up to \$100,000.00; Standard 2 Agreements up to \$400,000.00, Standard F-33 agreements for judging up to 10,000.00 without further authorization from the Board of Directors. All such executed agreements, however, must be submitted to the Board of Directors for review at the subsequent meeting. The duration of this delegation is authorized for one year – 2022.
  - Add Carolyn Guillen as a 2nd signer for the F-31 Rental Agreements if CEO Vannucci is unavailable.
  - Travel Authority: This is to authorize the Secretary – CEO to travel to attend Area Meetings, California Fairs and Fair Related functions with no further authorization from the Board of Directors. Travel will be in accordance with the Agricultural Code as related to District Fairs. Effective – January 1, 2022.



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5. Resolution Workers Compensation: This is to authorize that the members of the Board of Directors and Volunteers of the 40th District Agricultural Association be covered by Workers Compensation Insurance while performing volunteer work for an indefinite period.

Motion made to accept the Consent Calendar by

Correspondence: Discussion or Action by Board

- 1.

New Business:

1. It was requested by Director Muller in an email for us to research and discuss the security Policy and procedures here at the fairgrounds. This item will be added to the February agenda which will allow us time to make copies of the policies and procedures and make sure we have everything out to you in a timely matter for your review.

Old Business:

- 1.

CEO Report:

1. CHP Update
2. Infrastructure Grant Construction Update

Public Comment:

Board Chair & Committee Reports: The board may take approval action on Committee Reports & New Committee Assignments

1. Chair Report:
2. Entertainment: None
3. Finance:
4. CDFA Requirements:
5. Livestock:



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6. Ad Hock COVID Relief Committee Report -

Staff Reports:

1. Event Coordinator –
2. Deputy Manager – None
3. Marketing Rep / Exhibit Supervisor –
4. Maintenance –

Closed Session:

1. CEO Evaluation Follow Up

Reconvene into Open Session

- 1.

Closing Comments:

CEO –

Board –

Staff –

Items for Future Agenda:

- 1.

Adjournment until next regularly scheduled Board Meeting which will be Thursday February the 10<sup>th</sup> at noon.

\_\_\_\_\_ Date: \_\_\_\_\_

Bart Vannucci CEO/Board Secretary

\_\_\_\_\_ Date: \_\_\_\_\_

Elaine Yamaguchi Board Chair