

(Amended August 28, 2019)

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE 16TH DISTRICT AGRICULTURAL ASSOCIATION, CALIFORNIA MID-STATE FAIR, HELD WEDNESDAY JUNE 19, 2019, IN THE SKYBOX AT THE CALIFORNIA MID-STATE FAIR IN PASO ROBLES, CA.

Present: Directors Lacey, Baldwin, Boneso, Darway, Sabin, Wheeler, Woodruff, and CEO Bradley

Absent: Directors Borjon and Lilley

Guests: Sophie Dawson, Jr. Fair Board President
Christine Ready, Jr. Fair Board Member
Deana Nelson, Heritage Foundation CFO
Brenda Fletcher, Heritage Foundation Board Member
Colleen Bojorquez, Business Assistant

The meeting was called to order at 9:41am by President Lacey.

Director Lacey asked Director Baldwin to lead the flag salute.

Introduction of Guests:

Director Lacey introduced Deana Nelson, Heritage Foundation CFO; Brenda Fletcher, Heritage Foundation Board Member; Christine Ready, Jr. Fair Board Member; and Sophie Dawson, Jr. Fair Board Member.

Approval of Absences:

It was moved by Director Boneso, seconded by Director Darway, and unanimously carried to approve the absence of Director Borjon who had a prior business engagement, and Director Lilley who was out of town.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Approval of Minutes

It was moved by Director Darway, seconded by Director Sabin, and unanimously carried to approve the minutes from the May 15th Board Meeting.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		

Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Public Comment:

There were no public comments.

Consent Agenda:

It was moved by Director Darway, seconded by Director Wheeler, and unanimously carried to approve the Consent Agenda.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Old Business

A. Strategic Plan/Master Plan

There was no Strategic Plan/Master Plan report.

B. Fire Marshall Update and Discussion

CEO Bradley said the State Fire Marshall is conducting the annual review of the property. Tomorrow staff will discuss commercial and concessions spaces as the Fire Marshall is requiring all vendors to be 20 feet from a public structure. CEO Bradley said the Fire Marshall is also concerned with the number of exit gates on the property as a certain linear footage is required for capacity. Staff is currently measuring and providing the necessary paperwork to the Fire Marshall. CEO Bradley further expressed his concern about the impact these and future requirements will have on the Association and fairgrounds throughout California. As expressed in previous meetings, California Fairs are being targeted for code compliance.

New Business

A. Committee Reports

Finance Committee Report

Director Darway reported on the Finance Committee meeting held prior to the Board Meeting. He said the Finance Committee reviewed and approved the financials from May 2019. He noted the attractions revenues are less than projected but there is a significant savings in the expense.

Director Darway reported the Finance Committee has reviewed the interim event cost analysis as an informational item. CEO Bradley noted the SLO Quarter Horse show was down due to the Herpes Virus outbreak and is confident the numbers will increase for the 2020 show.

Director Baldwin asked about the possibility of holding more events in July. CEO Bradley said July would be difficult to increase interim due to Fair setup. Director Lacey noted the conversation of increasing interim events needs to be discussed further with the Marketing Committee. She noted the Association has done no marketing to encourage new events and relies on word of mouth. Director Woodruff said the Marketing Committee will meet in the Fall and discuss the various short comings of the facility and staff and discuss developing a marketing strategy for the interim program.

It was moved by Director Boneso, seconded by Director Woodruff, and unanimously carried to approve the Finance Committee Report as presented.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Executive Committee Report

Director Lacey reported the Executive Committee met and discussed the various Fairtime photo id's and areas of accessibility. CEO Bradley noted Main Grandstand access for Board Members and their guests is through the Main Grandstand entrance. The "Garth Gate" will become a working access gate for all employees that require entrance to the Main Grandstand after all gates are closed for sound check (photo id's 22, 33, 66, 88, E99). The Steel Gate will not be accessible for foot traffic.

Director Lacey said the Heritage Foundation and Association Board Retreat notes will be available from Becky Bailey-Finley by July 1st.

Director Lacey presented a handout regarding Bagley Keene regulations for Task Force Committees.

It was moved by Director Sabin, seconded by Director Boneso, and unanimously carried to approve the Executive Committee Report as presented.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		

Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Agriculture Committee Report

Director Sabin said the Agriculture Committee met June 17th. She said the Committee is pleased with the publicity the Country Rodeo is receiving. She said the Committee recommends Jan Davis be named the 1st Annual Country Rodeo Honoree.

It was moved by Director Darway, seconded by Director Boneso, and unanimously carried to recognize Jan Davis as the 2019 Country Rodeo Honoree.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Director Sabin said the Committee discussed at length communication received by the Association from Wood-Claeyssens Foundation regarding the Junior Livestock Auction's Add-on Program. She noted the concern stems from the Foundation paying a significant premium for animals and the exhibitor soliciting add-ons and receiving add-on monies that could essentially purchase the animal. Wood-Claeyssens expressed concern that the large dollar amount of the add-on's diminish the intent the Foundation has to assist young people that would not otherwise received financial recognition for the hard work they perform on their animal project. Director Sabin noted the Committee recognizes the concern but is suggesting no change for the 2019 Fair due to time constraints. The second suggestion is to create a deadline for add-ons and make the information available to buyers prior to the Auction. Director Baldwin expressed his concern regarding the quality of animals and the exhibitors sending letters to buyers for add-ons.

It was moved by Director Darway, seconded by Director Boneso, and unanimously carried for staff to meet with Wood-Claeyssens Foundation and suggest no changes in the Add-on policy for the Junior Livestock Auction in 2019 and if that is unacceptable for the Foundation, the Association will propose all Add-ons be submitted on a date prior to the Junior Livestock Auction and the information made available to all buyers.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		

Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

It was moved by Director Darway, seconded by Director Baldwin, and unanimously carried to approve the Agriculture Committee report as presented.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Operations Committee Report

Director Baldwin reported on the Operations Committee that met Thursday, May 13th to discuss a solar project proposal. CEO Bradley said there is no RFP and the Association was approached with an informational document. He noted solar is a viable option for the Association's Equestrian Center or the Paso Robles Pavilion. Director Baldwin noted the information provided is very detailed and suggests staff look into the RFP process for a solar project. Director Boneso said staff should investigate available grants before beginning the RFP process to see what the funding can be acquired. Director Baldwin said the Operations Committee directed staff to research various funding avenues through the State or other grants without using funds to pay for a professional.

It was moved by Director Wheeler, seconded by Director Woodruff, and unanimously carried to approve the Operations Committee Report.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

Fair Programs Committee Report

There was no Fair Programs Committee Report.

Marketing Committee Report

There was no Marketing Committee Report.

Scholarship Committee Report

There was no Scholarship Committee Report

B. Task Force Committee Reports

There were no Task Force Committee Reports

C. Heritage Foundation Board Report

Brenda Fletcher reported the Heritage Foundation is currently collecting ticket order forms for the 2019 Fair. She noted their partner, The Ravine Waterpark, will be managing the Skybox building under the direction of the Heritage Foundation.

Deana Nelson reported the Heritage Foundation is current on their loan payment for the Paso Robles Pavilion.

D. July Board Meeting

CEO Bradley said the July Board meeting is traditionally not held due to the Fair. This year, the third Wednesday falls on opening day. CEO Bradley suggested having no July Board meeting.

It was moved by Director Boneso, seconded by Director Woodruff, and unanimously carried to cancel the July Board Meeting.

Board Member	Aye	No	Abstention
Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

E. August Board Meeting

CEO Bradley asked if the August Board Meeting which is scheduled for August 21st be moved due to his absence.

It was moved by Director Wheeler, seconded by Director Sabin, and unanimously carried to move the August Board Meeting to Wednesday, August 28th at 9:30 am.

Board Member	Aye	No	Abstention
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Lacey	X		
Baldwin	X		
Boneso	X		
Borjon (absent)			
Darway	X		
Lilley (absent)			
Sabin	X		
Wheeler	X		
Woodruff	X		

F. SLO County Farm Bureau Presentation

Brent Burchett, Executive Director of the San Luis Obispo County Farm Bureau, introduced himself and described the various services provided by the Farm Bureau. He noted he is looking forward to working with the Association to enhance and educate patrons of the many different agricultural benefits SLO County has to offer.

G. Junior Fair Board Policy/By-Laws

CEO Bradley provided the policy and by-laws for the Association's Junior Fair Board and noted the policies have not been updated since 2008. He presented some considerations including increasing the age limit to 25 and the possibility of increasing the requirements for volunteering in the ag programs. Christine, Junior Fair Board member, expressed her concerns raising the age limit to 25 and Sophie, Junior Fair Board President, noted it is hard for the volunteer Junior Fair Board Members to make it to some of the fairtime ag programs due to work obligations.

Director Lacey tabled the review of the Junior Fair Board policy and asked the Fair Programs to met and review the policies with further input from the Junior Fair Board members.

Matters of Information

A. Staff Reports

There were no Staff Reports.

B. Manager's Report

The following items were presented by CEO Bradley as informational items:

1. Board Member ticket package information needs to be returned **to Kim** no later than **JULY 3rd**. The ticket packages will be available for pickup at the Premier Party, July 10th.
2. Central Coast Wine Competition—Judging takes place at the Paso Robles Events Center June 18th thru the 19st. The itinerary, including Wine Judges Dinners, are attached. There is an all- time record number of entries at 801 (709 in 2018) and a record number of wineries at 164 (148 in 2018).
3. The Showcase of Cities Program is complete with windows being completed by the cities of Paso Robles, Templeton, Atascadero, San Luis Obispo, Pismo Beach, Arroyo Grande, Grover Beach, Morro Bay, Oceano and Nipomo as well as Visit SLO Cal, Cal Poly and Cuesta College.

4. Future Fair dates are: The 2020 Fair dates are July 22nd to August 2nd. The Association will be celebrating 75 Fairs.
5. The National Reined Cow Horse Association "Derby" Show went very well with much higher than expected numbers.
6. The Board will need to consider 2019 Award nominees/recipients during the August Board Meeting. This will include Hall of Fame nominees and all other categories.
7. The next Friends of the Fair workday is June 20th.
8. Fair entries closed for most exhibits and livestock. Horse Show entries are due June 27th, 2019. Ag Hort and Floriculture entries are due July 9th, 2019. The online entry system with Showworks went very well. 100% of all Livestock entries and 100% Still Exhibits entries were entered online. Although we are still confirming entries, we appear to be up in many categories.
9. Maintenance continues preparing for Fair with landscape, dusticide, electrical projects, and safety inspections. CFSA has completed their pre-fair safety inspection. Fire Marshall inspections are on-going.
10. The grounds will receive a fresh coat of asphalt slurry on July 1st and 2nd.
11. The Official 2019 Fair Program will be inserted in The Tribune Sunday, June 30th
12. Highlights of What's New at the 2109 California Mid State Fair:
 - The Chill Zone
 - Camp Rattlesnake
 - All Round Winner in Country Rodeo
 - \$1,000 and Buckle to all first -place winners in the Country Rodeo Finals
 - New Larger Video Screens added to the Grandstand for Concerts and Dirt Shows
 - Monster Trucks with Bulls and Bikes
 - Dancing with Bulls
 - Equestrian Row Expo and Horse Hands on activities.
 - FREE Carnival Rides Opening Day
 - The Poultry Bowl
 - New Carnival Rides
 - Dinosaurs in the Fun Zone
 - The Youth Building
 - New Food CourtAnd the List goes on...
13. Important Dates:
 - a. Fair Premier Party, Wednesday, 5:00 pm July 10th, 2019
 - c. Miss Ca. Mid-State Fair Pageant, Tuesday, July 16th
 - d. Opening Ceremonies, Wednesday, July 17th 11:30 am

14. Feature Days at the Fair:

- a. Opening Day, July 17th- FREE Carnival Rides
- b. Cattlemen and Farmers Day, July 18th
- c. Wine Industry Awards, July 19th
- d. Get Crafty Sprints Award Ceremony, July 21st
- e. Kid's Day, July 22nd
- f. Senior's Day, July 23rd
- g. Craft Brew Tasting and Awards Program, 5 PM, July 24.
- h. Armed Forces Day, July 27th
- i. Hispanic Culture Day, July 28th

15. Upcoming Interim Events:

- a. Paso Pops, July 4th

16. The Premier Party is July 10th from 5:00 pm to 7:00 pm. The Heritage Foundation will also have their ticket pickup party.

17. The next Board Meeting is TBD.

18. Entertainment Update

19. Future Agenda Items: Strategic Plan, Fair Recap, Annual Dinner Award Nominees

C. Director's Discussion

Director Sabin asked said she attended the 4H Field Day and said staff members Ricky Brown and Colton Kersey did an excellent job helping exhibitors through the ShoWorks entry process. She noted the Heritage Foundation and Association Board retreat was good and appreciated that the two (2) Boards could come together.

Closed Session

Closed Session was held to consider litigation under Government Code Section 11125.4 (5).

Closed Session was informational only.

Adjournment

With there being no further business, the meeting was adjourned at 12:35.

Board of Director's Meeting
June 19, 2019
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Respectfully submitted:

Michael H. Bradley, CEO

Approved by:

Dee Lacey, President

Dated: _____