

Sonoma County Fair
APPROVED MINUTES OF THE
BOARD OF DIRECTORS
Tuesday, December 22, 2020 5:15 p.m.

In accordance with Executive Order N-29-20 the December 22, 2020 Sonoma County Fair Board meeting was held virtually.
All actions were voted on by roll call.

DIRECTORS PRESENT: Marcia Mickelson, President; Teejay Lowe, Vice President; Wanda Tapia, Treasurer; Kevin Howe, Secretary; Max Mickelsen, Past President; Rob Muelrath, Cindy Crane, Tony Gerald, Marilyn Herzog, Annette O'Kelley, Lisa Wittke Schaffner, Kanani Reynolds, Bev Palm, Neysa Hinton

DIRECTORS ABSENT: None

OTHERS PRESENT: Becky Bartling, Michael Margetts, Kaitlyn Findley-Thorn, Heather Borck, Debbie Townsend, Cliff Sanders

CALL TO ORDER / ROLL CALL: The meeting was called to order by President Mickelson and roll call was taken at 5:17 p.m.

INTRODUCTION OF GUESTS: None

PUBLIC COMMENTS: None

APPROVAL OF REGULAR AGENDA:

Director Tapia moved to approve the agenda; Director Herzog seconded the motion; the motion passed unanimously.

APPROVAL OF CONSENT AGENDA – Items 1-7:

Director Muelrath moved to approve the Consent Agenda; Director Wittke Schaffner seconded the motion; the motion passed unanimously.

PRESIDENT COMMENTS:

President Mickelson presented a belt buckle to Past President Mickelsen in recognition for his term as President.

President Mickelson reported that an Ad Hoc committee has been meeting to discuss options for a livestock show and a Junior Livestock Auction, and that director O'Kelley will provide more details in her Ag committee report.

CEO'S REPORT:

CEO Bartling stated that December 14th was her 5 year anniversary as CEO and so far, it has been fun, interesting and challenging.

CEO Bartling reviewed the November Interim Financials and the December 2020-January 2021 Interim event schedule. **No actions taken.**

FAIR OPERATIONS – Director Wittke Schaffner

Director Wittke Schaffner gave a report on the December 8, 2020 Committee meeting.

CEO Bartling stated the decision as to whether or not a 2021 Fair will take place at the end of February or beginning of March. Discussion ensued. **No actions taken.**

COMPETITIVE EXHIBITS, AG & EDUCATIONAL EXHIBITS – Director O’Kelley

Director O’Kelley gave a report on the December 8 & 22, 2020 Committee meetings. O’Kelley stated that a decision regarding a potential youth livestock activity is still in the planning stages. O’Kelley added that the Ag Advisory committee has given input that there is a need for something “hands-on” for kids. Discussion ensued. **No actions taken.**

BUILDINGS & GROUNDS – Director Muelrath

Director Muelrath gave a report for the December 10, 2020 Buildings & Grounds Committee meeting.

CEO Bartling reported that the current dump fee at the RV Park is \$10, and a comparison of fees at other facilities found that fees charged ranged from \$15-\$25. Staff recommendation is to increase the dump fee to \$20, effective January 1, 2021.

Director Muelrath moved to approve increasing the dump fee at the RV Park to \$20, effective January 1, 2021; Director Mickelsen seconded the motion; the motion passed unanimously.

A request was made to add a future agenda item regarding the damage done to the swine barn during the fires.

RACING – Director Lowe

Director Lowe gave a report for the December 10, 2020 Racing Committee meeting, stating that the Jockey Club was still closed and being used for Covid testing.

CEO Bartling reported that the 2021 Race Meet dates had been assigned.

Discussions ensued. **No actions taken.**

BUDGET & FINANCE – Director Tapia

Director Tapia gave a report for the November 24 & December 17, 2020 Budget & Finance Committee meetings. Tapia explained that the original intent was to present two budgets (Fair/No Fair) to the Board of Supervisors, however an analyst advised to only present one budget without Fair.

Director Mickelsen moved to approve the draft financial statement through November 2020 as presented; Director Lowe seconded the motion; the motion passed unanimously.

CFO Margetts reviewed the US Bank credit card charges paid through November 2020. **No action taken.**

Director Tapia moved to approve the 2021 Budget as submitted; Director Lowe seconded the motion; the motion passed unanimously.

HARVEST FAIR – Director Lowe

Director Lowe reported that there was not meeting in December, and added that new officers have been appointed. **No action taken.**

UPDATE OF SIGNERS ON SONOMA COUNTY FAIR & EXPOSITION, INC. BANK ACCOUNTS

CFO Margetts reported that the signers for the bank accounts had not been updated in a while.

Director Wittke Schaffner moved to approve updating the approved signers for the Sonoma County Fair & Exposition, Inc. bank accounts as presented; Director Palm seconded the motion; the motion passed unanimously.

DRAFT OF MODIFIED BYLAWS – CEO Bartling

CEO Bartling stated that the bylaws needed to be cleaned up and all reference to Manager needed to be changed to CEO.

Director O’Kelley moved to approve the modified bylaws as presented; Director Muelrath seconded the motion; the motion passed unanimously.

EXTENDING OF SPECTRA’S CONTRACT FOR ALCOHOL SERVICE TO DECEMBER 31, 2021 – CEO Bartling

CEO Bartling reported that the contract with Spectra for alcohol service expires on December 31, 2020. Bartling stated that, due to COVID-19 no alcohol service has been allowed since March, therefore staff recommendation is to extend the contract to December 31, 2021.

Director Lowe moved to approve extending the Spectra contract for alcohol service to December 31, 2021; Director Geraldini seconded the motion; the motion passed unanimously.

REVISED 2020-2021 BOARD OF DIRECTORS COMMITTEE LIST – CEO Bartling

CEO Bartling reported that with the resignation of Ross Liscum from the Board, the 2020-2021 Board of Directors Committee list needed to be revised. **No action taken.**

DATE FOR BUILDINGS & GROUNDS AND RACING COMMITTEE MEETINGS IN NOVEMBER 2021 – CEO Bartling

CEO Bartling reported that the Buildings & Grounds and Racing committee meetings were scheduled for Thursday, November 11th, however since this is the Veterans Day holiday, the meetings will be held on Monday, November 8th instead. **No action taken.**

REQUEST FOR FUTURE AGENDA ITEMS (non-discussion item)

None

ADJOURN

President Mickelson concluded the meeting with a toast to the holidays, and wished everyone a Merry Christmas and a safe & rockin’ 2021! A motion was made by Director Lowe to adjourn the meeting at 6:05 p.m.; Director Wittke Schaffner seconded the motion; the motion passed unanimously.

CONSENT AGENDA

1. Approval of Minutes from the November 24, 2020 Full Board Meeting
2. **Fair Ops Committee Meeting**
Approval of Minutes from the December 8, 2020 Committee Meeting
3. **Aq & Exhibits Committee Meeting**
Approval of Minutes from the December 8, 2020 Committee Meeting
4. **Buildings & Grounds Committee Meeting**
Approval of Minutes from the December 10, 2020 Committee Meeting
5. **Racing Committee Meeting**
Approval of Minutes from the December 10, 2020 Committee Meeting
6. **Executive/Personnel Committee Meeting**
Approval of Minutes from the November 24, 2020 Committee Meeting
7. **Budget & Finance Committee Meeting**
Approval of Minutes from the November 24, 2020 Committee Meeting
Approval of Minutes from the December 17, 2020 Special Committee Meeting