

Sonoma County Fair  
**APPROVED Minutes of the  
Competitive Exhibits, Agriculture and Educational Exhibits Committee Meeting**  
Wednesday, July 1, 2020 at 5:30 p.m.

In accordance with Executive Order N-29-20 the July 1, 2020 the Special Meeting of Sonoma County Fair Competitive Exhibits & Education Exhibits Committee meeting was held virtually. All actions were voted on by roll call.

**DIRECTORS PRESENT:** Chair, Kevin Howe; Vice-Chair, Annette O'Kelley; Cindy Crane, Marcia Mickelson, Bev Palm, Kanani Reynolds, Marilyn Herzog

**DIRECTORS ABSENT:** None

**OTHER DIRECTORS PRESENT:** Tony Gerald,

**OTHERS PRESENT:** Paulette Swallow, Becky Bartling, Heather Borck, Kaitlyn Findley-Thorn, Tami Landucci, Pat Emery

The meeting was called to order by Chair Howe at 5:35 p.m.

**APPROVAL OF AGENDA:**

Director O'Kelley moved to approve the agenda; Director Palm seconded the motion; the motion passed unanimously.

**PUBLIC COMMENTS:**

None

**UPDATE MARKET ANIMAL ENTRIES**

Chair Howe reported that there are 343 animals entered into the auction from 208 exhibitors, 179 hogs, 74 lambs, 15 goats, and 75 steers. In 2019 there were 571 animals from 338 exhibitors, 261 hogs, 190 lambs, 45 goats, 75 steers.

**DISUCSSION AND POSSIBLE ACTION: APPOINTMENT OF SPECIAL AD/HOC COMPETITIVE EXHIBITS AUCTION/PROTEST COMMITTEE**

Chair Howe appointed himself, Director Mickelson, and Director O'Kelley to the Special Ad/Hoc Competitive Exhibits Auction/Protest Committee.

**UPDATE: 2020 JUNIOR LIVESTOCK AUCTION & COLLECTION PLAN**

Exhibits Coordinator Borck presented the following information:

Junior Livestock Timeline:

July 10 sale catalog available

July 17 Auction Photos are due

August 1, 9am Auction

August 3, Market Hog Drop-Off

August 4, Market Steer Drop-Off

August 6, Market Lamb/Goat Drop-Off

August 9, Thank you note & check distribution begins

August 28, Thank you notes due

Auction Update:

- Three location options were presented: Finley, Saralee, & Lyttle Cow Palace. The committee selected the Saralee building as the location for the auction.
- There are currently 54 solicitors on the list, 16 additional people will be needed which includes announcing, auctioneering, processing volunteers and staff.

- The auction order will consist of Hogs, Lambs, Goats, Steers (break in between each, longer break before steers).
- Rex Williams has been contacted to be an auctioneer. The Committee requested invitations be sent to Charlie Hawkes and Kanani Reynolds.
- The office has contacted Dax Entertainment to provide sound, livestream & projection services.
- Sheila Quince and Pat Emery have been contacted to assist with auctioneering. The committee requested Pat and Bev Palm trade off.
- PPE (hand sanitizer, masks, gloves, disinfectant, bathroom sanitation) will be ordered and be on hand.
- Individuals attending the auction will be sent a self assessment, regarding that they are not experiencing symptoms and have you had direct contact with a confirmed or presumptive COVID-19 individual in the past 14 days, temperature check will be taken that morning before entering the barn.
- Lunch has been ordered from Chloe's French Catering. Lunch needs to be boxed so that people can grab and go. Will have a coffee/beverage and snack station that will be staffed as well as prepackaged snack foods.
- Volunteer Roles consist of: New buyer registration, announcing, looking up winning bidders, power point, sold price on invoice & master book, 3 completing sales invoice, 2 runners and refreshments.
- Solicitors will be asked to write lot number on envelope and place any green cards/checks in envelope. That envelope will be placed on the end of the table. Runner will pickup envelope and take to processing table. Processing table will fill out invoice (Buyer numbers, buyers and amounts) Runner will take carbon back to solicitor.

#### Animal Collection Process:

- Dr. Mongini has been contacted to be the veterinarian on site.
- Certified Scale (Barolomei & Weights and measures, borrowing portable beef scale to utilize in Lytle Cow Palace).
- Market Readiness Assessment (Jim Veethier, Richard Jacobsen, Rex Mendoza).
- Schedule (All clubs/chapters will be scheduled. Market Beef & Sheep will begin 7am, load out afternoon, Market Hogs begin 5pm, load out through the evening. Lambs must be marked with chalk indicating butcher shop, hogs must be slap tattooed).
- Locations (Steers utilizing infrastructure within Chris Beck, Hogs will use the west side of the hog ring, wash racks and load from the end of the first aisle. Lambs will utilize the Northeast end of the hog barn).
- Procedure (signs will be placed directing traffic, individuals will be instructed to remain in their vehicles. Volunteers will unload, if an animal does not make weight, deemed un-market ready, or does not pass vet check it will be reloaded).
- Withdrawal Paperwork will be required.
- Brand Inspection (working out process to streamline).
- Volunteers (volunteers have been contacted; will need to complete self assessment before arriving on fairgrounds).
- Refreshments will be provided for volunteers assisting with collection.

#### **REQUEST FOR FUTURE AGENDA ITEMS:**

Auction Update

Flower Show Scholarship Requirements

#### **ADJOURNMENT**

**Director Palm moved to adjourn the meeting at 7:23 p.m., seconded by Director Mickelson, motion passed unanimously.**