

**MINUTES OF THE REGULAR MEETING FOR  
THE BOARD OF DIRECTORS  
OF THE  
EL DORADO COUNTY FAIR ASSOCIATION, INC**

**Wednesday, January 4, 2023**

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PRESENT: Feathers, Hunt, Carter, Witherow, Willyard, Warden, White, Kobervig, and Whitaker.

MANAGER: Kathy Dunkak

OTHERS: Robin Cleveland, Amanda Koch, Jason Bloxsom

EXCUSED: Davis and McGuire

**PLEDGE of ALLEGIANCE**

**1. Call to Order at 4:14 (immediately following Annual Association meeting)**

A. Roll Call

B. Record verification of legal meeting notice: Dunkak authenticated the verification.

C. Determine Quorum: Dunkak determined that the requirements for a quorum were met.

**2. Approve Agenda**

Warden moved that the agenda be approved with date correction. Willyard seconded. Motion carried to approve.

**3. Approve Minutes of Previous Meetings**

Willyard moved that the agenda be approved with changes to the treasurer's report (Hunt seconded – not Davis) and Feathers was in attendance (she was left off). Warden seconded. All were in favor except Kobervig abstained. Motion carried to approve.

**4. Public Forum: None**

**5. Correspondence: None**

**6. Old Business**

A. **Acknowledge agreements** from December 2022. All Acknowledged acceptance of new facility agreements.

B. **Review Parking Options for Races.** Option 1: One month of free parking for regular races in July or August (race attendance decreases due to heat). Option 2: Season parking passes sold by Fair Association to be used for Russell Motorsports' regular races. Dunkak spoke with Fair Parking Supervisor and Russell Motorsports, and they have doubts as to how many would buy passes. Dunkak has concerns that creating and monitoring usage would take extra staff time in the office and at the gate on race nights, and the lack of participation. The cost to the Association to offer free parking in July or August would be approximately \$9,000 in lost revenue less some staff time.

Feathers moved to leave parking at \$10, give the one month of free parking in August 2023, and re-evaluate next year. Witherow seconded. Motion carried to approve. Willyard opposed.

C. **2023 Budget re-approval (formatting error):** Error found in ARPA Funding placement on the budget.

Changes: page 5, deducted \$9,000.00 interim parking revenue; page 6, decreased temporary maintenance staff and one parking position. White moved to accept the budget with the changes. Kobervig seconded. Motion carried to approve. Willyard abstained.

D. **Review Adopt-A-Spot and grounds committee structure:** Gardens will be judged once a quarter. We will place plaques in gardens showing who won each quarter. Gardens judged each quarter before Board Meeting. Members: White, Warden and Willyard.

Grounds Ad Hoc committee. Commitment is March. The committee does a walk around the grounds to make note of any issues that maintenance should try to resolve prior to the fair. Meet again at end of May to revisit the grounds. CEO will communicate with staff. Members: White, Willyard, Carter.

**7. New Business**

A. **10-minute presentation from Russell Motorsports, 2023 Race Season.** Table to February's Meeting.

B. **Approve and set Board Meeting Dates for 2023:** Discussion of changing September's retreat to May so Board Members could attend a fair together (prior to ours). Dixon May Fair was chosen. The annual luncheon with City and County staff moved to April 5. Warden moved to accept meeting dates with the change of September's meeting and retreat to May 12 (fair visit) and the luncheon changed to April. Kobervig seconded. Motion carried to approve.

- C. **President to set Ad Hoc committee for Fair:** Ad hoc committee for Fair Opening Ceremony. Feathers would like to shorten it. Members Whitaker, Feathers and Carter.
- D. **Directors' Fairtime Binder:** Ad hoc committee. List of all judging opportunities, bartending, etc. Set of guidelines for what/when/how Directors do during the fair. Examples; bunny costume judging contest, Father/son look-alike contest, and displays. Members: Warden, Witherow and Kobervig.

**8. Treasurer's Report**

Hunt made the motion to approve expenditures. Kobervig seconded. Motion carried to approve.

**9. Manager's Report**

- A. Mike Owens Sr. passed away right before Christmas.
- B. The skate park requested two dusk-to-dawn lights for safety, one in the parking tier and one facing the park. The hours of the park will not change. Police Chief Joe Wren and City Staff Pierre Rivas approved this. Vickie Sanders agreed to the fair placing security cameras on top of the building.
- C. Kathy attended IAFE Conference at the end of November. Was good to see how fairs across the country do business.
- D. All office staff attending the WFA Convention in January. Heather Watson will be covering the office from noon to 5:00 pm. Eric will be the only one attending from the maintenance staff.
- E. The block wall at Speedway fell down. A new wall will be constructed before the March race schedule begins. Russell Motorsports are waiting on topography maps for reconstruction (with permit).
- F. We are beginning to collect bids and information on our photovoltaic system as it has reached the end of its useful life.
- G. The Marshall cold box is on its last leg. We have received one bid for \$10,000 to replace the compressor and motor. The compressor is in the attic and overheats. The new bid includes installing it on the roof and ducting down to the box.
- H. Dunkak will be presenting our 2023 budget and update on the 5-year plan to the Board of Supervisors on January 24 at 9:30.

**I.**

**Directors' Report**

**Hunt:** Looked at the weather for the convention. Has concerns about the snow storm coming in.

Adjourned at 5:33 PM

Karen Forni-Feathers  
 Karen Forni-Feathers, President

2/2/2023  
 Date

Kathy Dunkak  
 Kathy Dunkak, CEO

2/2/2023  
 Date