

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

Wednesday, November 1, 2023

PRESENT: Feathers, Whitaker, Carter, McGuire, Davis, Kobervig, Willyard and Warden

MANAGER: Kathy Dunkak

OTHERS: Jason Bloxsom, James & Barbara Kildow, Robin Cleveland and Amanda Koch

EXCUSED: Hunt, Witherow and White

1. Call to Order at 4:32 pm

- A. Pledge of Allegiance
- B. Roll Call
- C. Record verification of legal meeting notice. Feathers authenticated the verification.
- D. Determine Quorum. Feathers determined that the requirements for a quorum were met.

2. Approve Agenda Previous Minutes and Consent Items

Willyard moved that the agenda, consent items, and previous meeting minutes be approved with changes made to McGuire's seat ends 2023 (not 2024). Kobervig seconded. Motion carried and approved.

3. Public Forum – No public forum.

4. Old Business

- A. Reporting on Dixon May Fair Field Trip: floriculture building "wine garden" people to pour wind. Sensory room was impressive.
Crafts & Photography – shelves for crafts and carpeted walls for photography (Placerville Arts Association is handling the Building the fair and Dunkak will share info from Dixon). Kobervig: Our photography is spread out more so may look like less.
Woodwork on front of barns – may be too hot for this – Maybe a sign over the top of barns.
Arena – had pictures of the kids that placed at the previous year's fair.
Outside on Midway – green cut out trees and put on Barns – Dee created some and has them in the Floriculture Building as part of the Christmas Tree Growers Exhibit.
Race Track – Events listed and tickets presold.
Not a lot of music playing during the day.
Entertainment – unclear what entertainment was going on the stages. Train was great but they have flatter property and can cover more of the fair than we can.
Vendors were down one pathway.
Vintage Tractor Yard was great.

Strategic Plan Additions

- a. Items that came up that should have been included in our strategic plan. (Long-term equipment replacement). Vehicles – we had 1.5 running vehicles. Acquired replacement this past month. Warden thinks we should put large ticket purchases like vehicles on the Strategic Plan so that we are aware of things that might need replacement.
- b. Office upgrade with better lighting and HVAC – not all offices have vents.
- c. Remove grass from the hill in front of the office and create a rock garden. Kobervig moved that these items be added to the Strategic Plan. Warden seconded. Motion carried and approved.

5. New Business

- A. Nominating Committee for 2024. Witherow and Hunt's seats are up end of 2023. The nominating committee for 2024 is Whitaker, Feathers, and Carter. Warden moved and Willyard seconded. Motion carried and approved. Dunkak requested that association member Jason Bloxsom be appointed to fill McGuire's seat for the remainder of the year. Feathers moved, and Warden seconded. Motion carried and approved.
- B. Mick would like to nominate Dunkak to the CCFFA Board (made up of 18 Fairs – 54 are DAAs). Mick is currently designated and Jody Gray is Alternate. He wants to appoint Dunkak as Seat and Carter as Alternate. Pat O'Halloran was the first seated from EDCF. Time commitment for these positions: appointments in

January. Used to meet every other month, but lately more quarterly and more zoom meetings. Sometimes they will go to Delmar or Orange County Fairs). Mick moved to the Board that Dunkak be appointed and Carter be alternate. Warden seconded. Motion carried and approved. Mick will present the request to BOS.
Warden moved, with a great deal of respect and appreciation that the Board accept his resignation. Willyard seconded. Motion carried and approved.

- C. Dunkak requested approval of Annual Allocation from CDFA for professional development of \$1,850, and \$39,500 for operational allocation. to go towards training expenses. Willyard moved that the allocation be approved. Warden seconded. Motion carried and approved.

6. **Manager's Report**

- A. Crab Feed is quickly approaching. Sales are slow. We have sold 242 dine-in and 44 drive-through (we sold 560 in 2019). The economy hurting this event. We may need to re-think this fundraiser it moving forward. Staff could use some help with Crab Feed raffle donations.
- B. Hog Show was this past week and was a great event, with almost 1,000 entries. Dunkak will let Director Carter elaborate.
- C. Rooms are reserved and staff/board members are registered for 2024 WFA convention.
- D. Fairgrounds will be closed for Thanksgiving Nov 20 – 26th.
- E. Department heads have been submitting changes for the entry guide, which will go to press on the first of January.
- F. Livestock leaders and auction committee are beginning monthly/semi-monthly meetings for 2024 fair.
- G. We will have Monkey's as our animal act, entertainment is being booked now for 2024 fair.

7. **Treasurers Report (October)**

- A. Need to replace vehicles as they break down. \$24,000 for truck.
- B. Robert Johnson CPA firm did financial review (not audit – that is next year) for \$4,500, came back clean and with no issues.
- C. Plaza restroom was vandalized and had to fix it. Person vandalizing was caught and responsible for restitution.
- D. Parking revenue was down a little in 2023 (August Free Parking).
- E. Dunkak needs to meet with Finance Committee between November and December meeting to review and recommend 2024 budget to board.

Kobervig moved that the treasurer's report be approved. Willyard seconded. Motion carried to approve.

8. **Ad-Hoc Committee Reports**

- A. Recapping Fair Opening Ceremony and Preview Night, there are a few things they would like to do differently for Preview Night. Start earlier, at 5:30, and food at 6:00. One director working with Dunkak as liason for food, announcements, etc. Opening Ceremony: two Board Directors to take on Ceremony.
- B. Bars – Board members need to help with scheduling and who is volunteering & working the bars. Each Board Member should be able to fill five spots on the schedule. Note: both bar managers are returning and have begun recruiting volunteers. This is the biggest fundraiser for the association and we need to be better prepared.
Carter: maybe we should think about hiring a bar staff. Maybe causing angst for Board Members. Assign two Board Directors to research what it would cost. If everyone filled five bar shifts that would help. Warden said those she spoke with really enjoyed working (volunteering) in the bars. Feathers suggests an ad hoc committee to go over all these things. Including Lighting at Bars.
- C. Kobervig: Signs on Highway 50 to be set out by Board (during fair time).

9. **Director's To/From**

Carter: The Gold Rush Classic is a jackpot show (separate from a fair show). It is run by our local livestock leaders, all volunteering their time. The Heritage Foundation Tri-Tip Dinner is planned during this event. The 2023 show almost doubled total entries from the 2022 show. With the dinner, the raffle prizes and the relaxed atmosphere, along with the Costume competition (animals AND their owners), the show is very popular. We had exhibitors from Idaho, Washington, Utah, Nevada and California. All proceeds from this event will go to the Heritage Foundation for the purchase of sheep panels.

Warden: Gold Rush Classic was great and raises money for our livestock program. These types of events are what the fairgrounds are for. Brings exposure to fairgrounds. Dunkak: We made \$4,100 between BBQ and Bar Sales for HF.

Kobervig: Finished first grant application from the Senior Group for the benches recently purchased. They have been placed around for people to sit on. One was partially damaged by youth in the skate park who absconded with one and was put inside the park. Fair staff retrieved it and it has been located away from the Skate Park.

Kobervig: has the Photovoltaic (existing system) binder for the Solar project and will read through it, then the ad-hoc committee will meet to discuss.

McGuire: Thank you all for the reception. He shared several old “fair” stories with the board, covering some of his many years serving.

Willyard: likes tables in the Board Room. (These were part of furniture donation from First 5 when they left).

Feathers: enjoyed the BBQ dinner from HF.

10. **Adjourn meeting at 5:57 pm**

Karen Forni-Feathers

Karen Forni-Feathers, President

12/6/2023
Date

Kathy Dunkak
Kathy Dunkak, CEO

12/6/2023
Date