

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

Wednesday, January 10, 2024

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

MANAGER: Kathy Dunkak

OTHERS: Robin Cleveland, Amanda Koch, Travis Hall, Heather Watson, Gail Buttler, Charlie Wiglesworth, and David Thomas

EXCUSED: Davis

1. **Call to Order at 4:18 pm**
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Record verification of legal meeting notice. Forni-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. White seconded. Motion carried and approved.
3. **Public Forum**
 - A. David Thomas from the Placerville Finance Advisory Committee is joining us to learn more about Fair and our budgeting and financial process.
 - B. Robin Cleveland spoke regarding the Carnival's and Fair's Future Relationship, information coming from a training session at the 2024 WFA convention. The Outdoor Amusement Business Association is going before the Senate to change the Visa requirements for fair and carnival workers from an H-B2 Visa to a P-3 Visa. Documentation and templates may be provided if wanted.
4. **Old Business**
 - A. Staff confirmed that we will have strong and private internet in the Board room after Cal.Net updates our system. Staff will draft a policy to be approved by the board which includes Zoom as an option for directors to physically attend a board meeting, in an emergency, which also complies with the Brown Act.

Warden moved that we move forward, and Kobervig seconded. Motion carried and approved.
5. **New Business**
 - A. New Association Members,

Kobervig moved that New Association applicants; Kami Arnold, Scott Russell, Luke Sprenkel, and Keven T. Jones be approved. White seconded. Motion carried and approved.
 - B. **Setting dates for 2024 Board Meetings**

Dunkak pointed out that we almost did not have a quorum for September, and we maybe we consider being dark in September. Whitaker moved that we set the September meeting date to September 11 with the notion that it could be canceled later and that the May Board meeting and annual luncheon with County/City staff be moved to Tuesday, April 30. Warden seconded. Nine in favor. Willyard no. Motion carried and approved.
 - C. Committee assignments for Ad Hoc Committees.
 - i. The Buildings and Grounds Committee does a walk-through of the grounds with the CEO in/around March creating a punch list of things that may need to be fixed before the fair. 2023 Members: Carter, Willyard, and White. 2024 Members: Carter, Willyard, White, and Association Member Wiglesworth.
 - ii. Adopt-a-Spot Committee does the judging for the Fair as well as quarterly walk-throughs for review and judging. The spot that looks the best all year long receives \$50. 2023 Members: White, Warden, Willyard. 2024 Members: White, Warden, Willyard, Association Member Buttler.
 - iii. The Opening Ceremony and Preview Night Committee handles the coordination of both Preview Night and Opening Ceremony making sure that everyone has what they need and volunteers for certain things such as the bar. 2023 Members: Feathers, Warden and Whitaker. 2024 Members: Bloxsom (opening ceremony), Willyard, and Warden.
 - iv. The Director's Fair Binder Committee puts together all of the volunteer opportunities and other information for Directors during the Fair. 2023 Members: Feathers, Witherow, White, and Kobervig. 2024 Members: Witherow and Warden (Feathers is available if needed).
 - v. The Solar Committee is reviewing our solar system to determine the effectiveness of the existing or adding new panels. 2023 Members: Kobervig, Davis, White and Willyard. 2024 Members: Kobervig, Davis, White and Willyard.

Warden moved that the above 2024 Ad Hoc Members be approved. Willyard seconded. Motion carried and approved.
6. **Manager's Report**
 - A. We have completed all of the ARPA projects with the Board Room roof being completed in December. We haven't yet addressed the wood paneling in the Forni Building. Interim clients are all appreciative of all the upgrades, new restrooms, drapes, and sound system. Bloxsom stated that people made great comments at the Sheriff's Christmas gathering. We do

charge an extra \$250 for the sound system as it takes staff time to implement and change things as needed throughout an event.

- B. January 23, 2024, at 10:00 am Dunkak will be presenting the Fair's budget and 5-year plan to the Board of Supervisors per our MOU.
- C. Fair staff attended the 2024 WFA Convention coming away with many thoughts and ideas to implement at our Fair. WFA Credentials are in the safe and can be checked out as needed by Board Members.
- D. Samantha Brown, our awesome Ticketing Manager for over 20+, passed away in December. We will sorely miss her.
- E. Dunkak attended a ride-along with Sargent Pratt of PPD. Was an exciting night and a conversation regarding how to deal with the Homeless and related situations that arise on the fairgrounds came up. Sargent Pratt will be providing Fair Staff (others may attend) a brief training, on February 1st so that staff knows how to respond, and what to say to the dispatcher so that law enforcement may better help us.
- F. Fair Entry Guide goes to press on January 11. The staff appreciates any help distributing to businesses once they are delivered.
- G. Fair Theme: **Barrows, Boots, and Bling** – "Barrows" in acknowledgment of the 80th anniversary of the Wheelbarrow Race.

7. **Treasurers Report (November)**

- A. The large expense for December was the roof repair, replacement, dry rot, and gutters on the Board Room. Kobervig asked about another payment that was fixed for the uneven floor in the Organ Room. Dunkak will ask BOS about getting authorization to get rid of the organ on January 23 when she is at the Board Meeting.
Kobervig moved that the treasurer's report be approved. Willyard seconded. Motion carried and approved.

8. **Ad-Hoc Committee Reports**

- A. White: Adopt A Spot judging will happen next week.
- B. Kobervig talked with the California Construction Authority regarding the fair's solar system. They are willing to come out and give us a report on our solar.

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

Bloxsom: Thank you for the opportunity to serve on this board. He is looking forward to it.

Kobervig: Has ideas from the convention and will meet with Dunkak/staff to discuss.

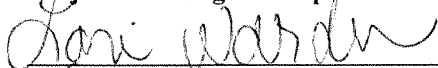
White: Had a great time at her first WFA Convention. Learned a lot.

Carter: Heritage Foundation has raised almost \$300,000 for direct improvements to the fairgrounds, including Johnny's Gatehouse remodel, sheep panels, hog panels, and goat panels. Funds are from private donations, contributions from the Jr. Livestock Auction Committee, the Heritage Foundation Lasagna and Trip-Tip dinners, and the Gold Rush Classic Hog show.

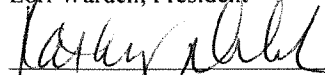
Warden: The WFA Convention was very interesting. If you haven't attended one, she encourages you to do so.

Feathers: Thank you for allowing me to be your President for the past two years.

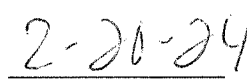
10. **Adjourn meeting at 5:20 pm**



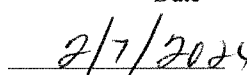
Lori Warden, President



Kathy Dunkak, CEO



Date



Date