

**DATE:** January 28,2020  
**TO:** BOARD OF DIRECTORS  
**FROM:** Jody W. Gray, Manager  
**SUBJECT:** Board Meeting

The regular meeting of the El Dorado County Fair Association will be held on **Wednesday, February 5, 2020 at 5:30 PM**, in the **Board Room** on the El Dorado County Fairgrounds, 100 Placerville Drive, Placerville, California. **(Final agenda will be posted at the Main Office of the El Dorado County Fairground, 100 Placerville Drive, Placerville, California, 72 hours prior to meeting.)**

Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provision of the Americans with Disabilities Act are requested to contact the office of the El Dorado County Fair Association 530-621-5860 or [fair@eldoradocountyfair.org](mailto:fair@eldoradocountyfair.org) at least five working days prior to the meeting to insure the proper arrangements can be made.

**TENTATIVE REGULAR MEETING AGENDA:**

**PLEDGE of ALLEGIANCE**

1. **Call to Order**
  - A. Roll Call
  - B. Record verification of legal meeting notice
  - C. Determine Quorum
2. **Approve Agenda**
3. **Approve Minutes of Previous Meetings**
4. **Public Forum**
  - A. Opportunity for members of the Public to address the Board of Directors on any item pertaining to the Fair or Fair facilities. Those wishing to speak are requested to notify the President or CEO by the beginning of the meeting. No action may be taken. Persons requesting to be heard before the Board may be given a three minute time limit to make their comments regarding a topic. Individuals may not give their time limit to another person in order to increase their time allowed.
5. **Correspondence-** Review correspondence received during previous month.
6. **Old Business**
  - A. Acknowledge of Agreements
    1. Acknowledgement of contracts entered into in January 2020.
  - B. Approve conceptual plan for Johnny's Gatehouse (Heritage Foundation Project).
7. **New Business**
  - A. Approve County Contracts for TOT Funds. (Strategic Plan, Infrastructure Goals 2 & 3)
    - B. Approve updated Purchasing Policy & Procedure to stay aligned with County Policies. (Purchasing Policy & Procedure)
  - B. Delegate Annual Authority for CEO to execute agreements up to \$25,000, checks up to \$3,500, all payroll and utility checks and F & E approved loan payments. (Purchasing Policy & Procedure)
8. **Treasurer's Report**
  - A. Approval of Expenditures for January 2020.
9. **Manager's Report**
10. **Directors' Report**
11. **Adjourn**