

**36th District Agricultural Association
Board of Directors Meeting Minutes (DRAFT)
655 South First Street
Dixon, CA 95620
December 16, 2020**

CALL TO ORDER - The regular meeting of the 36th District Agricultural Association was held via teleconference at the Administration Office Board Room and called to order at 6:00 p.m. by President Martin.

A. Introduction of Guests – teleconference no introduction took place

ROLL CALL OF DIRECTORS

DIRECTORS PRESENT: President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, Director Richard Hamilton, Director Lloyd McCabe, Director Greg Pryor and Director Fermin Rubio

DIRECTORS ABSENT:

There were no directors absent.

STAFF PRESENT: Patricia Conklin, CEO & Sandy Bonesteel, Exposition Assistant II

OTHERS PRESENT: Donnie Huffman, President, Friends of the Dixon May Fair; Ashland Bartlett, Tacy Curry, Bridgett Eldridge, Sam Esperson, Kelly Fletcher, Jacquie Means, Janie Ming, Erica Ann Pettey, Maureen Reis, Debbie Sloan, Sharon Tieman, Rebecca Wilson, Nikki Yates (Names as listed on screen for caller some names not listed only a phone number – Approximately 24 guests entered the meeting including the ones listed above

APPROVAL OF AGENDA

Director Hamilton moved, seconded by Director McCabe to approve the agenda as printed. President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, Director Richard Hamilton, Director Lloyd McCabe, Director Pryor and Director Fermin Rubio voted in favor of the motion (Roll call vote).

PUBLIC COMMENT

There was none

CORRESPONDENCE – The following correspondence was distributed to the board: Letter (F2020-16) dated November 30, 2020 from CDFA Fairs & Expositions Branch regarding Fiscal Year 2020/21 Base and Training Allocation – Amendment; Letter dated November 30, 2020 from Neighborhood Christian School announcing new Principal; Letter dated November 11, 2020 from Don regarding Jehovah's Witnesses worldwide campaign to deliver a special issue of Watchtower to businesses (Watchtower delivered with letter); Letter from Elizabeth Wilson regarding a 2021 livestock show and requesting that it proceed; Letter from Deborah Utsler regarding the 2021 livestock show requesting that the board consider keeping the animal portion for 2021 open; Letter from Mikayla Wilson regarding the 2021 livestock show requesting that it occur in 2021; Letter from Maddie Wilson regarding the 2021 livestock show requesting that it occur in 2021; Email from the Parks Family regarding the 2021 Livestock show and youth participation in other areas of the fair.

FRIENDS OF DIXON MAY FAIR REPORT

Donnie Huffman, President of the Friends of Dixon May Fair reported that the Friends had purchased gravel and sand for maintenance. He said that the friends haven't been able to do much due to the pandemic.

CONSENT AGENDA

Director McCabe moved, seconded by Director Raycraft that the consent agenda consisting of the November 18, 2020 regular Board meeting minutes be approved as presented. President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, Director Richard Hamilton, Director Lloyd McCabe, Director Pryor and Director Fermin Rubio voted in favor of the motion (Roll call vote).

COMMITTEE REPORTS**A. Executive & Finance**

President Martin reported that the committee had met at 5:30 p.m. and reviewed the financials she asked Director McCabe to report. Director McCabe stated that the costs continue to be managed and that is due to the frugal nature of the CEO. He deferred to CEO Conklin to discuss the financial condition of the Association further. Conklin informed the board that she transferred \$100,000 as she had told the board she would do last month from the savings for operations. She spoke of the fact that the Association has not been able to hold any events since March and that is how the Association makes money to stay in business. Conklin hopes that the fairgrounds can host events sometime in 2021 before the reserves run out but with the county moving into a shelter in place on Thursday she is concerned as to the timeline of resuming some kind of revenue generating business.

Director Bors-Turner moved, seconded by Director Hamilton that items #1-6 Statement of Net Position November 2020; Statement of Operations November 2020; Cash Flow November 2020; Expenditures November 2020; Accounts Receivable November 2020 and the Trial Balance November 2020 be approved. President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, Director Richard Hamilton, Director Lloyd McCabe, Director Pryor and Director Fermin Rubio voted in favor of the motion (Roll call vote).

OLD BUSINESS

A. Discussion/Action regarding timeline and programming of 2021 Fair in regards to current COVID restrictions/guidelines.

1. Discussion/Action of potential 2021 Livestock collection/grading and auction. CEO Conklin presented the "DRAFT 2021 Dixon May Fair Junior Livestock Grading Proposal" to the board via zoom shared documents, posted on the Association's website and emailed to the directors for their review. Conklin began by explaining that this was a draft and the first step was board approval and the grading event would require health official approval and at this date it is early to gain that since the event would not be until May and things are constantly changing in terms of restriction with Covid 19 and gathering guidance. She explained further that this document reflects what had been allowed in 2020 during a similar restrictions in terms of gathering animals for market. The document also reflects a less restrictive time when a grading in an arena has been held, her hope is that by May there will be less restrictions allowing for a grading in an arena. She also explained that this document will evolve to reflect what is allowed. She gave examples that if there is less restrictions by May perhaps showmanship would be allowed or spectators or a live auction. She also explained that even though the document is based on what we know was allowed during similar or less

restrictive times it does not mean that it will be allowed this time. Conklin then read the cover page, pages 2, 3 & 5 and reviewed page 4 with those in attendance. She read the rules in red on pages 6 – 10 noting that these were new or revised for this year due to the COVID restrictions. (Page 6 – Rules # 1,2,6,7,9,11,14,& 15; Page 7 - statement under heading, Rules # 1,3,4,5,9; Page 8 – Rules # 20, 21, 22, 23, 24, 25, 26 & 27; Page 9 – Rules # 1,3 & 4; Page 10 – Rules # 1; 4; 12 & 13) She read the Note on the bottom of page 6 “Note: Changes for the 2021 Grading event have been adapted to facilitate the grading. The 2020 general rules are not abandoned for future fairs.” She explained that this is so the board does not have to readopt the current 2020 rules when we can return to a regular livestock show. Conklin then went to the species rules on pages 11 – 14 and read the changes which was a \$25 entry fee; sale photos are to be provided by the exhibitor no later than April 19, 2021. Tagging requirements for the four market species (steers, goats, lambs and swine) reflected in rule #1 on all 4 pages. Fitting requirements for the four species which are all the same and reflected in different areas in the specific species rules.

President Martin asked the board if they had any questions or comments. Director McCabe thanked the staff for putting in a lot of time to produce this document and felt it was a start. He stated he did not have a crystal ball for May but was hopeful something could be done. Director Raycraft thanked the staff for the work and he too felt it was a start. Director Gill thanked staff and reminded those present that it may not look exactly like we want to see but a lot of work went into writing a program that we hope can qualify for approval. Director Hamilton was very appreciative of the detail based on what we know today. He felt that the Association has to protect itself while doing something for the participants. President Martin asked if there were any more board comments or questions having none she asked for public comment. Sharon Tiernan asked why there were no small animals in the proposal. CEO Conklin responded that social distancing was problematic with the pens as well as processing, stating that the staff has been unable to locate a USDA or state facility who can process the small animals. Maureen Reis thanked Pat and Sandy for the hard work put into the proposal and appreciates the board considering it. As a school instructor and FFA Advisor she feels that kids need something to do and something positive to look forward to. Janie Ming began speaking on the importance of a livestock show however her connection was bad and she could not be heard. Rebecca Wilson thanked the board and staff for considering hosting a livestock show. She inquired if the small animals could be part of the auction. Conklin explained that they still would need to be health checked and graded. The processing is an issue. Wilson asked if they found a USDA or state facility to do the processing then they could have it? Conklin replied it would have to be brought to the board for discussion and approval but a plan would have to be proposed addressing these issues. She suggested contacting the staff after the holidays if they have a plan. President Dana asked if there were any further comments or questions having none she asked the board if they would like to make a motion. Director Hamilton moved; seconded by Director Bors-Turner to approve the Draft 2021 Dixon May Fair Junior Livestock Grading Proposal. President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, *Director Richard Hamilton*, Director Lloyd McCabe, *Director Pryor* and Director Fermin Rubio voted in favor of the motion (*Roll call vote*).

NEW BUSINESS

- A. There were no Items moved from Consent Agenda.
- B. Review/Approval CDFA Agreement #20-0920-000-SO – Conklin explained that was a portion of the 1499 new fair funding providing \$66,410 to the Association for 2021. Director McCabe moved; seconded by Director Bors-Turner to approve CDFA

agreement #20-0920-000-SO. President Dana Martin, President-Elect Tom Raycraft, Director Roy Gill, Director Jill Bors-Turner, *Director Richard Hamilton*, Director Lloyd McCabe, *Director Pryor* and Director Fermin Rubio voted in favor of the motion (*Roll call vote*).

CEO REPORT (Non action items)

A. Informational report discussing the Administration of the 36th DAA.

Conklin reported that they had been busy developing the proposal and working on year-end reports.

B. Informational report discussing the status of COVID 19 on Interim Rentals

Conklin reported that she submitted a plan for a drive in food event but now with the county becoming more restrictive that is on hold.

C. Informational report regarding Fair Industry Related Issues.

Conklin reported that the WFA Virtual Convention is January 4th – 6th and if a board member would like to attend to let her know.

DIRECTORS COMMENTS

Director Raycraft – Thanked the staff again for their hard work. He wished everyone Merry Christmas.

Director Bors-Turner – Thanked the staff for putting in the hard work. She wished everyone a Merry Christmas.

Director Gill – He wished everyone a Merry Christmas and Happy New Year. He extended a special appreciation to Pat and Sandy for all the hard work and to Anthony and Kevin as well. He felt that the fairgrounds looked really good.

Director Hamilton – Wished everyone a Merry Christmas. He agreed with Roy and thought the fairgrounds look really good and hopes 2021 is better than 2020.

Director McCabe – He wished everyone a Merry Christmas and a Happy New Year.

Director Pryor - thanked the staff for staying the course.

Director Rubio – He felt that the Association was spoiled by having the staff we have and that the foundation is strong.

Director Martin – She told everyone that the grading proposal was brought to the board by the staff and she appreciated them doing so.

FOR YOUR INFORMATION

President Martin informed the board that the next Board meeting is January 13, 2021 - Executive and Finance committee will meet at 5:30 p.m.; Regular board meeting at 6:00 p.m.

ADJOURNMENT

There being no further business President Martin adjourned the meeting at 6:53 p.m.

Dana Martin, President 36th DAA

Date

Patricia Conklin, CEO

Date