CLOVERDALE CITRUS FAIR

Minutes of the Board of Directors Meeting

Monday, June 12, 2023 – 6:00 PM

DIRECTOR ATTENDANCE:

Dylan Davis, President	(P)	Midori Longo Rowlands, Director	(E)	P = Present
Gary Seavey, Vice President	(P)	Karl Mittelstadt, Director	(P)	A = Absent
Laurie Kneeland, Treasurer	(P)	Gris Alonso-Soto, Director	(E)	L = Late
Sam Jones, Secretary	(P)	Martin Vizcaino, Director	(P)	E = Excused
		Robert Montes, Director	(P)	

CALL TO ORDER at 6:10 by President Davis

PLEDGE OF ALLEGIANCE
Director Kneeland

ACCEPTANCE OF DIRECTOR RESIGNATION
Midori Longo-Rowlands (Attachment #1)
Upon motion by Director Seavey, Seconded by Director Mittelstadt and unanimously approved by all present the resignation was accepted, effective immediately.

INTRODUCTION OF GUESTS
None

PUBLIC COMMENT
None presented.

APPROVAL OF MEETING AGENDA
Upon motion by Director Kneeland, Seconded by Director Montes and unanimously approved by all present

APPROVAL OF MINUTES from the Regular Board Meeting on May 8, 2023 (Attachment #2). Special Board Meeting on May 18, 2023 (Attachment #3).
Upon motion by Director Mittelstadt, seconded by Director Seavey and unanimously approved by all present

PRESIDENT'S REPORT
President Davis reflected upon his service as president of the board.

CEO REPORT

- Introduction of new CCF Website
- Review of 2024 Fair Mood Board
- Dwarfanators event and their return 3/24/2024
- Change in Fairgrounds security staffing
- San Mateo County Fairgrounds visit

STANDING COMMITTEE REPORTS

Financial Report (Kneeland)
Director Kneeland, reported the following as of May 31, 2023: Petty Cash = $250.00, ATM Change Fund of $1,420, Operating = $44,478.19, and Savings = $1,479,813.36 for a total of $1,525,961.55.
Upon motion by Director Mittelstadt, Seconded by Director Seavey and unanimously approved by all present

May disbursements (Attachment #4), Balance Sheet thru May (Attachment #5) and P&L Budget vs. Actual thru May (Attachment #6)
Upon motion by Director Seavey, Seconded by Director Montes and unanimously approved by all present

Announcement of 2021 Audit on August 21, 2023

Buildings & Grounds (Mittelstadt)

Review of memorial bench approval
Tabled until drawings are presented to Board

Continuing improvements to auditorium

Approval of Loial Electric's invoice #1897 for $8,276.65 (Attachment #7)
Upon montion by Director Seavey, Seconded by Director Vizcaino and unanimously approved by all present

Bylaws Committee
Tabled until next meeting

AD HOC COMMITTEE REPORTS
Thyme Square Project (Mittelstadt)
Cloverfest (Seavey)
Offsite Campus
Independence Day

FAIRTIME COMMITTEE REPORTS

Ambassador Program (Seavey)
Auditorium Entertainment (Alonso Soto, acting)
Exhibits (Seavey)
Parade (Mittelstadt)
Friends of the Fair (Seavey)

REPORT OF ELECTIONS COMMITTEE

Election of 2023 Offices
Following discussion and balloting, the 2024 Officers are:

- Gary Seavey, President
- Karl Mittelstadt, Vice President
- Sam Jones, Treasurer
- Robert Montes, Secretary

CONSIDERATION/APPROVAL OF CONTRACT EXTENSION WITH BUTLER AMUSEMENTS.
Upon motion by Director Seavey, Seconded by Director Mittlestadt and unanimously approved by all present

CLOSED SESSION 7:12 PM

At 7:40 PM, it was determined to conduct a formal, internal investigation by Director Montes to report to the Board on August 14, 2023

REQUEST FOR FUTURE AGENDA ITEMS

- Approval of 2023 Policy Manual Revision
- Memorial Bench
- Consideration of closing board room use to the public

MOTION TO ADJOURN TO NEXT REGULARLY SCHEDULED MEETING ON AUGUST 14, 2023

These Minutes, approved August 14, 2023 on Motion from Director Kneeland, Seconded by Director Jones Approved by a unanimous vote of all directors present.

Chair

Secretary