CLOVERDALE CITRUS FAIR

Minutes of the Board of Directors Meeting

Monday, December 12, 2023 – 6:00 PM

DIRECTOR ATTENDANCE:

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

CALL TO ORDER at 6:05 by President Seavey

PLEDGE OF ALLEGIANCE
Director Dematteі

ROLL CALL
President Seavey

INTRODUCTION OF GUESTS
Travis Saracco (Bay Area Digital Solutions) – Media consultant spoke about how they market events for CCF and campaigns used on YouTube, Instagram and Facebook.

PUBLIC COMMENT
None presented.

Recess – 6:27pm
Returned From Recess – 6:29pm

APPROVAL OF CONSENT CALENDAR

APPROVAL OF MEETING AGENDA Upon motion by Director Davis and seconded by Director Jones and unanimously approved by all present

APPROVAL OF MINUTES from Regular Board Meeting on November 13, 2023. Upon motion by Director Davis, Seconded by Director Kneeland and unanimously approved by all present.

PRESIDENT'S REPORT
President Seavey had nothing to report

CEO REPORT

CEO Keaney reported about ribbon give a ways and driving down to WFA Convention. CCF is up for 11 WFA Awards.

Regarding the audit there were no findings and how next year it will all be digital as well as having 45K from a state distribution deposited into the CCF account.

CEO Keaney met with City Manager Kelly and all city representatives. Boosters club will man the parade street closure. New CCF banners will be hung by city. Planning on paving street shoulder for moving of the marquee for ADA purposes.

Website has been updated. No phone app this year for the CCF.

TREASURE'S REPORT

Approval of November disbursements, Balance Sheet thru November & P&L Budget vs. Actual thru November. Upon motion by Director Davis and seconded by Director Kneeland and unanimously approved by all present.

State allotment received and explained. APPROVAL OF ALLOTMENT upon motion by Director Jones and seconded by Director Davis and unanimously approved by all present.

CLOSED SESSION – 6:58PM

CEO Evaluation – Special Meeting to be held in the coming weeks

RETURED FROM CLOSED SESSION 7:27

STANDING COMMITTEE REPORTS

Buildings & Grounds – Approval to purchase event tent. Upon motion from Director Davis and seconded by Director Demattei, unanimously approved by all present.

Approval to fix Lean To – Upon motion from Director Davis and seconded by Director Jones, unanimously approved by all present.

Bylaws Committee – Nothing to report

Friends of Fair – Nothing to report will meet on December 19, 2024. Wine tasting on track. Molly will decorate Board Room

AD HOC COMMITTEE REPORTS

Thyme Square Project – Nothing to report

Cloverfest – Director Davis will Chair

Offsite Campus– Nothing to report

Independence Day – Nothing to report

FAIRTIME COMMITTEE REPORTS

Ambassador Program – Moved to a later date

Auditorium – Discussed Diaper Derby, Talent Show, category changes & awards.

Exhibits – Everything on track.

Parade – Permit Filed, Street Closure staffed, update judging sheet.

DISCUSSION ON FAIR SCHEDULE – Will discuss with Auditorium Committee.

REQUEST FOR FUTURE AGENDA ITEMS
None

MOTION TO ADJOURN TO NEXT REGULARLY SCHEDULED MEETING ON January 15, 2024. Motion by Director Kneeland and seconded by Director Jones. Meeting adjourned at 8:20pm.

These Minutes, approved January 8, 2024 on Motion from Director _____, Seconded by Director _____; Approved by a vote of ____-____-____ or passed by all directors present.

Chair

Secretary