CLOVERDALE CITRUS FAIR

Minutes of the
Board of Directors Meeting

Monday, October 14, 2024 – 6:00 pm

AGENDA NOTE: Please note that all items under the consent resolution are routine and will be acted upon in one motion. When a motion and second are made it is for discussion purposes only prior to the Board's final action and deliberation.

Notice: The Cloverdale Citrus Fair adheres to the Americans with Disabilities Act. Should you require special accommodations or more information about accessibility, please contact the Fair Office at (707) 894-3992. All efforts will be made for reasonable accommodations.

NOTE: The board reserves the right to change the order of the items on the agenda if such changes will expedite the conduct of business or provide convenience for those appearing before the Board.

BOARD MEMBERS

Gary Seavey, President	P	Laurie Kneeland, Director	P	P=Present
Karl Mittelstadt, Vice-President	P	Gris Alonso-Soto, Director	P	E=Excused
Sue Dematteis, Secretary	P	Teri Wells Evans, Director	P	A=Absent
Sam Jones, Treasurer	P	Jason Mora, Director	P	

CEO

Karyn Pulley P

1 CALL TO ORDER

Meeting called to order @ 6:05 By President Seavey

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Director Jones

3 ROLL CALL

President Seavey

4 INTRODUCTION OF GUESTS

Drew Harris, prospective Director

5 PUBLIC COMMENT: Speakers are limited to three minutes unless modified by the Chair. The Board of Directors will not act on any matter raised under this item unless the matter is specifically otherwise noticed in this agenda.

There was no public comment to report.

6 APPROVAL OF MEETING AGENDA

Motion made by Director Mora to approve agenda, seconded by Director Jones. Approved by all present.

7 APPROVAL OF MINUTES:

Approval of minutes of September 9, 2024. Tabled till regularly scheduled November meeting

8 CONSENT CALENDAR

Motion to approve backlog of Board minutes made by Director Kneeland, seconded by Director Mittelstadt. Approved

9 INTERVIEW PROSPECTIVE BOARD MEMBER DREW HARRIS

Drew Harris as a prospective Board Director. Brief interview conducted.

10 TREASURER'S REPORT

Motion made by Director Mittelstadt to approve September disbursements, balance sheet and P&L vs. Actual thru September, seconded by Director Kneeland. Approved

11 CEO REPORT

Report of status of State and Federal taxes: Both have been filed and no monies owed.

12 STANDING COMMITTEE REPORTS

12.1 Buildings and Grounds (Director Mittelstadt)

- Burnside bollards being installed
- Waiting on a bid for window in CEO office
- A look into PG&E on high usage
- Signage on Boulevard fence needs to be restricted to wooden posts, not on fence.
- Suggestion of walkway lighting along inside of fence on Citrus Fair Dr.
- Crushed down pour spout under Directors room
- Suggestion for a new instant hot water heater in Board room

12.2 Bylaws Committee (Director Jones)

Had a meeting, making progress

12.3 Friends of the Fair (Director Kneeland)

No report

13 NEW STANDING COMMITTEE FORMATION (WINE COMPETITION)

New committee formed with Directors Mora, Alonso-Soto and Mittelstadt.

There will be no wine tasting at Fort Mason next year. No longer SF Chronicle sponsoring, now it is Mercury News.

14 AD-HOC COMMITTEE REPORTS

14.1 Thyme Square Project (Director Mittelstadt)

Considering a meeting with Alexander Valley Medical

14.2 Fiesta de Independencia (Director Alonso-Soto)

Event went extremely well.

14.3 Dia de los Muertos (Director Alonso-Soto)

November 1st will be co-joined with Haunted House

14.4 Haunted House (Director Alonso-Soto)

October 31st and November 1st. Set up will start Oct. 17th

14.5 Holiday Craft Fair (Director Evans)

No report

15 FAIR TIME COMMITTEE REPORTS

15.1 Auditorium Entertainment (Directors Alonso-Soto)

Nothing to report

15.2 Exhibits (Director Demattei)

Discussion on submissions to Exhibit Book (quantity of oranges and sizes of Boards.) Karyn has information and will submit accordingly.

15.3 Parade (Director Mittelstadt)

Discussion on street closures, golf carts and portable restrooms

16 CAMPER REFUND (CEO Pulley)

Motion made by Director Teri to refund half of campers fee due to complaint, seconded by Director Jones. Approved

17 **CLOSED SESSION** (Director Mora excused himself from session)

Enter: 8:31

Exit: 9:15

Action taken: more information forthcoming on possible real estate purchase.

Changing title from Interim CEO to CEO

Starting process of new CEO again

All Directors voted Drew Harris as a new Director

18 **MOTION TO ADJOURN TO NEXT SCHEDULED MEETING ON NOVEMBER 11, 2024**

Made by Director Kneeland; Seconded by Director Jones @ 9:40 P.M.