



Cloverdale Citrus Fair

Approved Minutes of the Special Board of Directors Meeting

Monday, November 11, 2019

DIRECTOR ATTENDANCE:

David Ojeda, President	P	Sam Beeson, Vice President	P	Kristina Wirt, Treasurer	P
Gary Seavey, Secretary	P	Dylan Davis	P	Randy Hatcher	P
Laurie Kneeland	P	Ashlyn Mclean	A	Karl Mittelstadt	P
Hellen Mora	P	John Yepiz	A		
A = Absent		Present = 9			
P = Present		Absent = 2			

OTHERS PRESENT:

Katie Fonson Young, CEO (P)

CALL TO ORDER:

Called to order at 6:04 by Director Ojeda

PLEDGE OF ALLEGIANCE:

Lead by Director Wirt

INTRODUCTION OF GUESTS:

Gene Lyle and Carolyn Talivite of Cloverdale Kiwanis Club

PUBLIC COMMENTS:

None

APPROVAL OF AGENDA:

Director Davis moved to approve the agenda: Director Hatcher seconded the motion; the motion passed by all directors present.

APPROVAL OF MINUTES October 14 Board Meeting:

Director Davis moved to approve the minutes: Director Seavey seconded the motion; the motion passed by all directors present.

PRESIDENT'S REPORT:

Board President Ojeda discussed naming the kitchen in honor of Eugene Gianoli. Guest speakers Gene and Carolyn from Kiwanis were very supportive of the gesture and gave positive insight into Eugene's contributions to the community and all-around deservedness. The board discussed creating a naming policy, having an accompanying plaque, plaque location, and when and where dedications would take place. Discussion was tabled until the next meeting.

President Ojeda presented the idea of a holiday potluck after the Dec. 9th regular meeting and all present approved.

CEO REPORT:

CEO Young started by passing around the Correspondence Binder filled with positive feedback from the community and agencies recently partnered with. Young moved on to Emergency Preparedness and that the fairgrounds had been praised in the media by State and Local government for all of the work that was done for the community in result of the power shut off and fire. There would be more debriefing on events with stakeholders (community members, fair, fire, police and other agencies that were involved in the Kincade fire evacuations) in the coming months. Plans for the Western Fairs Convention are moving forward and Young pitched the Idea of having a booth at the convention to serve wine and promote the fair. A wine competition update was handed out and briefly discussed. The competition is on track and moving forward. Young then finished with a quick update on the Holiday Craft Fair.

STANDING COMMITTEE REPORTS:

Finance -

Citrus Fair Accounts as of 11/1/19 are as follows:

Operating - \$89,046.17

Savings - \$1,105,274.10

ATM - \$1,140.00

Petty Cash - \$62.69

Change Fund - \$200.00

Director Seavey moved to approve the October check disbursements and financial reports; Director Wirt seconded the motion; the motion passed unanimously by all 9 directors present.

Buildings & Grounds -

- Chair Mittelstadt reported on the status of HVAC in the Tea Room, metal roofing on the front of Werner Hall and options for various flooring issues around the grounds. The Buildings & Grounds committee had also recently discussed lighting along the sidewalk on Citrus Fair Drive and wood chips in the RV Islands.

FAIRTIME COMMITTEE REPORTS:

Queen Pageant -

- Director Wirt reported that the entry deadline has been extended, because only two entries had been received.

Cabaret -

- Director Mclean absent - no report

Exhibits -

- Director Beeson confirmed that Lions and Rotary had committed to feature citrus displays and there will be a tractor available at fair time for moving the soil used in the garden boxes.

Friends of the Fair -

- Director Davis discussed the cost of the 2019 Hospitality room and the possibility of cutting back the hours, providing snacks instead of full meals and how invitations are used.

Parade -

- Director Mittelstadt is looking for someone who can announce in Spanish. The Grand Marshall is currently being considered.

UPDATE ON 2020 CITRUS FAIR SCHEDULE AND ENTERTAINMENT:

CEO Young is working on booking theme appropriate entertainment. The kids area theme is "California Grown". New this year, a parent's rest station will be added for nursing mothers and diaper changing.

RESOLUTION TO APPROVE FISCAL YEAR 2019/2020 STATE ALLOCATION:

CEO Young presented the Resolution to Approve Fiscal Year 2019/2020 State Allocation and it was passed, approved and adopted by the following vote:

Ayes 9

Nays 0

Absent 2

Attest 0

DISCUSSION AND POSSIBLE ACTION REGARDING 2020 BUDGET:

CEO Young presented the 2020 budget in detail and answered all questions. Budget tabled till Decembers regularly scheduled meeting.

CLOSED SESSION:

The Board moved to Closed Session to discuss the CEO's Performance Evaluation

RETURN TO OPEN SESSION:

Executive Committee to meet after the close of this meeting, with CEO Young to discuss her performance evaluation.

ANY OTHER BUSINESS:

Director Mora wants to thank the Lions for their donation of the creepy little figures used for the "Trunk or Treat" event. She will make a card. Short discussion regarding "Trunk or Treat" next year and improvements.

ADJOURNMENT:

There being no further business, Director Davis moved to adjourn at 8:25 pm until the next regularly scheduled meeting Monday, December 9, 2019; Director Wirt seconded the motion; the motion passed unanimously by all 9 directors present.