



Cloverdale Citrus Fair

Approved Minutes of the Board of Directors Meeting

Monday, February 8, 2021

DIRECTOR ATTENDANCE:

David Ojeda, President	(A)	Ryan Caven, Director	(P)	P = Present	9
Dylan Davis, Vice President	(P)	Laurie Kneeland, Director	(P)	A = Absent	2
Kristina Wirt, Treasurer	(A)	Karl Mittelstadt, Director	(P)		
Garry Seavey, Secretary	(P)	Ashlyn McLean, Director	(P)		
Ipolani Bovee, Director	(P)	Helen Mora, Director	(P)		
Helen Broughton, Director	(P)				

OTHERS PRESENT:

Katie Fonsen Young, CEO (P)

CALL TO ORDER:

Called to order at 6:04 PM by Vice President Davis

PLEDGE OF ALLEGIANCE:

Lead by Director Mora

INTRODUCTION OF GUESTS:

None

PUBLIC COMMENTS:

None

APPROVAL OF AGENDA:

Director Broughton moved to approve the agenda; Director Mclean seconded the motion; the motion passed by all 9 directors present.

APPROVAL OF MINUTES:

Director Seavey moved to approve the minutes; Director Caven seconded the motion; the motion passed by all 9 directors present.

PRESIDENTS REPORT:

VP Director Davis filling in for Director Ojeda gave a brief update on the status of the director's display for the coming fair event

CEO REPORT:

The Drive Thru and Virtual fair is shaping up nicely. We will have 5 food concession trailers participating who are offering creative menu options for Seniors and Valentine's Day. We have seen a great deal of community support and energy around the event. Over \$8,000 has come in sponsorships which will allow the fair to book some paid entertainment including two bands on Saturday and stilt walkers throughout the weekend. Miss Sonoma County and the Cloverdale Citrus Fair Queen will be passing out menus. Roadrunners Car Club will bring some cars for display on Saturday. San Francisco Chronicle Wine Judging is the first week of March and many changes have been made in order to follow health directives for Covid-19. Young would like to meet with the Buildings and Grounds committee in the coming months to update and prioritize the five-year Capital Improvement Plan. Young noticed that the RV Park Host program been very beneficial to the grounds. Director Ojeda currently holds the position but will be transitioning out sometime this Spring. Young will then look for a replacement. Young also mentioned that RV storage space is completely full and the fairgrounds has a long waiting list. The rates are some of the the lowest in Sonoma County and the fair staff have identified an area to expand the storage by 6 spaces.

STANDING COMMITTEE REPORTS:

Finance - Wirt

- Filling in for Director Wirt, Director Seavey reported the following: Petty Cash = \$200, Change Fund = \$200, Operating = \$399,405.92 and Savings = \$1,352,063.65 for a Total of \$1,751,869.57
- Director Bovee moved to approve the August financial statement; Director McLean seconded the motion; the motion passed unanimously by all 9 directors present.
- Director Seavey moved to approve the list of January check disbursements; Director Caven seconded the motion; the motion passed unanimously by all 9 directors present.

Buildings & Grounds - Mittelstadt

- Chair Mittelstadt reported that Buildings and Grounds did not meet this last month and there is nothing to report.
- Director Davis highlighted that the the fair's maintenance shop is the cleanest he has ever seen it. It is organized and easy to identify items and getting better every day. Roman is doing an amazing job.
- Young reported that she is working on bids for several concrete projects including pouring a concrete pad in front of the shop storage containers to allow better access with the forklift; a concrete floor in the area of the shop to be used for a paint room and ADA ramps for the RV restrooms.

Fairtime Committee Reports:

Parade - Mittelstadt: Director Mittelstadt reported that he is working with Robert Montes to possibly get some equipment to display during the fair.

Exhibits - Seavey: Director Seavey had nothing to report. CEO Young reports on the efforts of the staff and volunteers to set up the virtual entries and how they will be displayed during the fair. Citrus Fair, American Legion, Rotary, Lions and the Chamber are building larger flat board displays.

Auditorium/Entertainment - McLean: Director McLean reported that although talent showcase entries are low, there are some amazing entries which will be spread out over the weekend. While the Marching Lumberjacks cannot join in the fun this year, due to Covid, they have sent us a great video for social media platforms.

Thymes Square Project:

Director Bovee moved to approve tabling the Thymes Square Project Update until the next regularly scheduled board meeting on March 8, 2021; Director Kneeland seconded the motion; the motion passed unanimously by all 9 directors present.

Request for future agenda items:

None

ADJOURNMENT:

There being no further business, Director Kneeland moved to adjourn at 6:46 pm until the next regularly scheduled meeting Monday, March 8, 2021; Director McLean seconded the motion; the motion passed unanimously by all 9 directors present.