



Cloverdale Citrus Fair

Minutes of the Board of Directors Meeting

Monday, January 11, 2021

DIRECTOR ATTENDANCE:

David Ojeda, President	(P)	Ryan Caven, Director	(P)	P = Present	11
Dylan Davis, Vice President	(P)	Laurie Kneeland, Director	(P)	A = Absent	0
Kristina Wirt, Treasurer	(P)	Karl Mittelstadt, Director	(P)		
Gary Seavey, Secretary	(P)	Ashlyn McLean, Director	(P)		
Ipolani Bovee, Director	(P)	Hellen Mora, Director	(P)		
Helen Broughton, Director	(P)				

OTHERS PRESENT:

Katie Fonsen Young, CEO (P)

CALL TO ORDER:

Called to order at 6:00 PM by VP Director Davis filling in for Director Ojeda who was running late, but on the way.

PLEDGE OF ALLEGIANCE:

Lead by Director Seavey

INTRODUCTION OF GUESTS:

None

PUBLIC COMMENTS:

None

APPROVAL OF AGENDA:

Director Kneeland moved to approve the agenda; Director Caven seconded the motion; the motion passed by all 11 directors present.

APPROVAL OF MINUTES:

Director Mclean moved to approve the minutes; Director Mittlestadt seconded the motion; the motion passed by all 11 directors present.

PRESIDENTS REPORT:

Director Ojeda reports that things are quiet at the moment, around the grounds. A generator has been installed for the cell tower out by the shop. Retired Director, Randy Hatcher, sent a thank you for the clock/plaque recognizing his years of service to the Cloverdale Citrus Fair.

CEO REPORT:

CEO Young gave a report on the recent Western Fairs Association convention, which was held virtually this year. Some late summer/fall fairs are hoping to return to a normal fair platform. The Wine Competition is being pushed out to the first week of March. We will continue to receive and catalogue wine through the fair, for the competition in March. Young reminded Board members to complete the Harassment Prevention Training, if they have not done so. Social Advocates for Youth (SAY) would like to partner with the fair to provide a work site for an intern. SAY would cover the payroll costs. Young has set an interview date with a prospective candidate. Traditional fair vendors were asked to participate in a Virtual Vendor spotlight prior to and during the fair, since they will not be able to set up a booth this year.

STANDING COMMITTEE REPORTS:

Finance -Discussion

- Treasurer Director Wirt reports the following: Petty Cash = \$200, Change Fund = \$200, Operating = \$375,152.78, and Savings = \$1,349,929.27 for a Total of \$1,725,482.05
- Director Seavey moved to approve the list of December check disbursements as well as the December financial statements; Director Kneeland seconded the motion; the motion passed unanimously by all 11 directors present.

Buildings & Grounds -

- Chair Karl Mittelstadt reported no meeting had been held, but one is scheduled for next week.

Fairtime Committee Reports:

Parade - Director Mittelstadt reports he made out an entry form for this year since it is not a normal year. CEO Young added that the Stationary Parade Float program is part of the new Online registration page. On Fair weekend, floats will be lined up along the edge of the food line.

Exhibits - Director Seavey thanked Director Caven for his efforts on the virtual aspect of the exhibits. The previous exhibits meeting covered the requirements for the exhibits this year. Items such as: no theme, but a citrus and or fair memory theme is encouraged. There will not be a requirement for edible coverings on citrus sculptures this year.

Auditorium Entertainment - Director McLean reports the Christmas Cabaret video was well received and all had a great time doing it. Cabaret videos will be added to the virtual fair programming. The Talent show will be a Talent Showcase with no judging. Director Broughton is running the Baby Derby which will be videoed time trials with the participants having scheduled specific times to participate.

Conflict Resolution - Scope of Work and next steps - Directors Bovee & Davis:

Director Bovee walked the Board through on the 8 steps of Conflict Resolution. Director Davis requested the board look over the 8 steps and make comments/suggestions. He encouraged the Board to consider adopting them as a policy in future months.

Request for future agenda Items:

Thymes Square update.

ADJOURNMENT:

There being no further business, Director Davis moved to adjourn at 7:37 pm until the next regularly scheduled meeting Monday, February 8, 2021; Director Mclean seconded the motion; the motion passed unanimously by all 11 directors present.