



Cloverdale Citrus Fair

DRAFT Minutes of the Board of Directors Meeting

Monday, June 14, 2021

DIRECTOR ATTENDANCE:

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

OTHERS PRESENT:

Katie Fonsen Young, CEO (P)

CALL TO ORDER:

Called to order at 6:00 PM by Director Ojeda

PLEDGE OF ALLEGIANCE:

Lead by Director Kneeland

INTRODUCTION OF GUESTS:

None

PUBLIC COMMENTS:

None

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

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

STANDING COMMITTEE REPORTS:

Finance -

- Director Davis moved to table the financial report until the regularly scheduled August Board Meeting; Director Seavey seconded the motion; the motion passed by all 9 directors present.

Buildings & Grounds -

- Chair Mittelstadt updated the board on the state of the Lobby Restroom remodel, which includes the addition of a Family Restroom. Plans are currently being engineered and construction documents are forthcoming. Other upcoming projects include sealcoating the interior lot, painting the exterior of the buildings and pouring a new path of travel to the RV restrooms and re-grading and pouring the RV dump station.

Bylaw and Policy -

- No report. Chair Davis would like to schedule a meeting for early August

Fairtime Committee Reports:

Parade - Chair Mittelstadt will be holding a parade meeting in August.

Queen Pageant - No report.

Exhibits - No report.

Friends of the Fair - No report.

Auditorium Entertainment - Chair McLean reports the Cabaret is at full cast and rehearsals are moving forward soon.

Discussion and possible action regarding the board seat vacated by Ryan Caven:

John Yepiz has been asked to fill this seat and has accepted.

Discussion and possible action regarding 2021/2022 Executive Committee Election:

Directors interested in serving on the executive committee are:

- Director Davis for President
- Director Seavey for Vice President
- Directors McLean and Wirt for Secretary

- Director Kneeland for Treasurer

Director Wirt declined the nomination for Secretary and subsequently resigned from the board. There being no additional nominations for these positions, an approval was called for.

Director Seavey moved to approve the nominees to the following Executive Committee seats; Director McLean seconded the motion; the motion passed by all 9 directors present.

Discussion and possible action regarding 2021/2022 Standing and Fairtime Committee Roster:

Policy/By-laws <ul style="list-style-type: none"> • Chair -Yepiz • McLean • Kneeland • Bovee 	Budget/Finance <ul style="list-style-type: none"> • Chair - Kneeland • Seavey • Broughton 	Buildings & Grounds <ul style="list-style-type: none"> • Chair - Mittelstadt • Seavey • Ojeda 	Parade <ul style="list-style-type: none"> • Chair - Mittelstadt • McLean • Ojeda
Queen <ul style="list-style-type: none"> • Chair - Mora • Seavey • Bovee 	Friends of Fair <ul style="list-style-type: none"> • Co-Chair - Yepiz • Co-Chair - Mora • Kneeland • Bovee 	Exhibits <ul style="list-style-type: none"> • Chair - Ojeda • Seavey • Bovee 	Auditorium Entertainment <ul style="list-style-type: none"> • Chair - Mclean • Yepiz • Broughton

Approval of the Committees Roster was tabled until the regularly scheduled August Meeting.

Discussion and possible action regarding the July 31, 2021 Summer Craft Fair:

The summer craft fair has been cancelled in order to focus on the Holiday Craft Fair in November.

Discussion and possible action regarding the August 7, 2021 Fire & Safety Expo:

CEO Young updated the board on the fast approaching Fire & Safety Expo on August 7. A sign up sheet for volunteers will be distributed soon. Henry 1(Sonoma County Sheriff's Helicopter) will be landing on sight, Guy Fieri's mobile kitchen will be on site and River Rock Casino is providing lunch.

Discussion and possible action regarding October 2, 2021 Octoberfest:

Director Kneeland and the Kiwanis Club are looking for a partnership with the Citrus Fair to host the Octoberfest. The regular vendors are excited and eager to participate in this year's event. Director Kneeland will take all questions and concerns back to Kiwanis and report back at the next regularly scheduled meeting.

Discussion and possible action regarding 2022 Fair:

CEO Young handed out a preliminary logo design for the 2022 Fair and it's 130 year anniversary. The board overwhelmingly approved the design with a few minor tweaks.

CEO Young briefed the board on the proposal by Katherine Reinhart to put on a special history exhibit for the 130 anniversary. More information will be forthcoming at the next meeting.

PRESIDENTS REPORT:

Director Ojeda thanked everyone for their support over the past two years of his Presidency.

CEO REPORT:

CEO Young thanked Director Ojeda for his two years of leadership and support. She updated the board on re-opening guidance for events which after June 15th, does not limit occupancy. Furthermore, proof of vaccination and masks are not required at this time. Saturday rentals are booked through the end of the year. Interim event bookings and new events are growing steadily. New Camp Hosts will be starting in July and will be assisting with RV check-ins and landscape maintenance.

With great sadness CEO Young announced her resignation effective in 90 days. She explained that she had been offered an opportunity that would allow her more time with her aging parents and young daughter. She thanked the board for a wonderful and memorable 3.5 years. She also expressed that the Citrus Fair, board, staff and community would remain near and dear to her long into the future. Young is dedicated to finding a replacement and to ensuring a smooth transition.

Request for future agenda Items:

Incoming President Davis requested a board meeting in July (which is traditionally dark).

ADJOURNMENT:

There being no further business, Director Yepiz moved to adjourn at 7:42 pm until the next regularly scheduled meeting Monday, July 12, 2021; Director Davis seconded the motion; the motion passed unanimously by all 9 directors present.