



Cloverdale Citrus Fair

Minutes of the Board of Directors Meeting

Monday, June 13, 2022

DIRECTOR ATTENDANCE:

Dylan Davis, President	(P)	Helen Broughton, Director	(P)	P = Present
Gary Seavey, Vice President	(P)	Sam Jones, Director	(P)	A = Absent
Laurie Kneeland, Treasurer	(P)	Midori Longo Rowlands, Director	(P)	L = Late
Ashlyn McLean, Secretary	(E)	Karl Mittelstadt, Director	(P)	
Ipolani Bovee, Director	(P)	John Yepiz, Director	€	

OTHERS PRESENT:

None

CALL TO ORDER:

Called to order at 6:01 PM by President Davis

PLEDGE OF ALLEGIANCE:

Led by Director Longo-Rowlands

**Upon motion from the Chair, there being no opposition,
the order of business was suspended.**

Fair time – Fair Theme

- East Meets West – Discussion was tabled until next month.

Scholarship Committee (New)

- Director Seavey proposed Directors McLean, Mittelstadt and Longo Rowlands

Promoting Board Service Experience

- Director Broughton presented Toastmaster article in the *Cloverdale Connect*; could do another article; catalog of skills; do a skills inventory and look for what is missing. CEO Keane to create list of words/inventory; time and availability. Director Davis talked about the commitment of Board members and the numbers of hours.
- East Meets West – Discussion was tabled until next month.

CLOSED SESSION:

CEO Recruitment

RETURN TO OPEN SESSION:

Elections

Nominations were closed with no new officers

Director Longo Rowlands moved to accept the slate and elect officers as presented. Director Jones seconded the motion and the motion passed unanimously.

ORDER OF BUSINESS RESUMES

INTRODUCTION OF GUESTS:

None.

PUBLIC COMMENTS:

None.

APPROVAL OF AGENDA:

Director Loir moved to approve the agenda; Director Seavey seconded the motion; the motion passed by all directors present.

APPROVAL OF MINUTES:

Director McLean moved to approve the minutes from the March 14th meeting. Director Seavey seconded the motion; the motion passed by all directors present.

PRESIDENT'S REPORT:

Time to focus on what we have in our future, big events are coming up that will need support. It's time to come together.

CEO REPORT:

Fourth of July: Assistance is needed to help with guests of our event.

STANDING COMMITTEE REPORTS:

Finance - Discussion

- *Director Kneeland, reported the following as of March 31, 2022: Petty Cash = \$200.00, Change Fund = \$200.00, ATM Change Fund of \$1040.00, Operating = \$147.000, and Savings = \$1,756,698.75 for a total of \$1,863,115.62.*

- Director Seavey moved to approve the finance report and May 2022 Disbursements (Attachment #2). Director McLean seconded the motion; the motion passed unanimously by all directors present.

Buildings & Grounds

- Director Mittelstadt reported that a meeting would be scheduled with the architect; Director Mittelstadt shared the design with the Board, similar to Sweet T's in Windsor. Following discussion it was determined the water heater was not big enough and to specify bigger and assign to committee.

Bylaw and Policy

- No report.

Thyme Square

- Director Mittelstadt reported a meeting will take place, details to follow.

Cloverfest

- Thirteen business have committed so far; identified a need to follow up and get confirmation. Directors Jones, Seavey and Davis have visited breweries. Committee will meet again and improve focus.

FAIRTIME COMMITTEE REPORTS:

Ambassador Program

- Delegates and Ambassadors received their certificates and checks at the Senior Awards Night at the high school. Committee resolved to meet within two weeks to put together a roadmap for the coming year, including dates and outlines. Discussion was had on identified need for a wardrobe stipend, three sessions with Toastmasters; and a generalized review sheet for each committee member.

Auditorium

- Reviewed the video footage over the weekend; starting next show.

Friends of Fair

- No report

Exhibits

- No report.

Parade

- No report.

Friends of the Fair

- No report.

OTHER ITEMS

Discussion and Possible Action Regarding Board Member Recruitment – CEO Keaney shared in the past, only a résumé and letter of intent was required; now we add an application. Application will be edited to include the letter and résumé for all applicants.

Request for future agenda items – Director Seavey wants to discuss forming a committee to explore adding a satellite property.

With no further business, Director Kneeland moved to adjourn the meeting at 7:40 PM to Monday, August 8, 2022; seconded by Director Mittlestadt and passed unanimously.