

**Sonoma County Fair
APPROVED Minutes of the
Budget & Finance Committee Meeting
April 27, 2021. 4:45 PM**

Held by Zoom Meeting In Accordance with Executive Order N-29-20

DIRECTORS PRESENT: Rob Muelrath, Chair, Teejay Lowe, Vice Chair, Neysa Hinton, Kevin Howe, Lisa Wittke Schaffner

DIRECTORS ABSENT: None

The meeting was called to order by Chair, Rob Muelrath at 4:46 p.m.

APPROVAL OF THE AGENDA: Director Lowe moved to approve the agenda; Director Wittke Schaffner seconded the motion; the motion passed unanimously.

PUBLIC COMMENTS: None

DISCUSSION AND POSSIBLE ACTION REGARDING DRAFT FINANCIAL STATEMENTS THROUGH MARCH 2021:

CFO Margetts discussed the Draft, March 2021 financial statements. Director Lowe moved to accept the Draft February 2021 financial statements, Director Wittke Schaffner seconded the motion; the motion passed unanimously.

REVIEW DETAIL OF US BANK CREDIT CARD CHARGES PAID THROUGH FEBRUARY 2021:

CFO Margetts reviewed the purchasing activity for February 2021, on the US Bank credit cards. No action taken.

DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF 2021 PURCHASE ORDERS IN EXCESS OF \$25,000: None. No action taken.

DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF 2021 CONTRACTS IN EXCESS OF \$25,000:

None. No action taken.

REVIEW OF MARCH 2021 HARVEST FAIR FINANCIAL STATEMENTS: CFO Margetts discussed the February 2021 Harvest Fair Association Financials. No action taken.

REQUEST FOR FUTURE AGENDA ITEMS: None. No Action Taken

There being no further business, Director Wittke Schaffner moved to adjourn the meeting at 5:03 p.m. Vice Chair Lowe seconded the motion; the motion passed unanimously.

*Records are on file in the Administration Office.