

**Sonoma County Fair
APPROVED Minutes of the
Budget & Finance Committee Meeting
February 23, 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, Lisa Wittke Schaffner, Kevin Howe

DIRECTORS ABSENT: None

The meeting was called to order by Chair, Rob Muelrath at 4:47 p.m.

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

PUBLIC COMMENTS: None

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

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

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

CFO Margetts presented the detail of the credit card charges through January 2021, for the committee to review. 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 JANUARY 2021 HARVEST FAIR FINANCIAL STATEMENTS: CFO Margetts discussed the January 2021 Harvest Fair Association Financials. No action taken.

REQUEST FOR FUTURE AGENDA ITEMS: None. No Action Taken

There being no further business, Vice Chair Lowe moved to adjourn the meeting at 4:58 p.m. Director Hinton seconded the motion; the motion passed unanimously.

*Records are on file in the Administration Office.