

Sonoma County Fair
APPROVED MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
Tuesday, January 26, 2021 5:15 p.m.

In accordance with Executive Order N-29-20 the January 26, 2021 Sonoma County Fair Board meeting was held virtually.
All actions were voted on by roll call.

DIRECTORS PRESENT: Marcia Mickelson, President; Teejay Lowe, Vice President; Kevin Howe, Secretary; Max Mickelsen, Past President; Rob Muelrath, Tony Gerald, Marilyn Herzog, Kanani Reynolds, Bev Palm, Lisa Wittke Schaffner, Annette O’Kelley, Sharon Wright Neysa Hinton, Carole Quandt, Hugo Mata

DIRECTORS ABSENT: None

OTHERS PRESENT: Becky Bartling, Michael Margetts, Kaitlyn Findley-Thorn, Heather Borck, Debbie Townsend, Ross Liscum, Greg Duncan, Jane Engdahl

CALL TO ORDER / ROLL CALL: The meeting was called to order by President Mickelson and roll call was taken at 5:17 p.m.

INTRODUCTION OF GUESTS: None

PUBLIC COMMENTS: None

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

APPROVAL OF CONSENT AGENDA – Items 1-6:
Director O’Kelley moved to approve the Consent Agenda, with the correction that she was not at the Special Board meeting on January 14, 2021; Director Wittke Schaffner seconded the motion; the motion passed unanimously.

PRESIDENT COMMENTS:
President Mickelson stated that an Ad Hoc committee, comprised of the Executive committee, will be reviewing the Fair’s Mission Statement which has not been updated since 2004 or 2005.

President Mickelson made a virtual presentation of a plaque and photo memory book, to Honorary Director Liscum, commemorating his 18 years of service (2003-2020) and accomplishments, most notably the Saralee & Richard’s Barn project.

CEO’S REPORT:
CEO Bartling reviewed the December Interim Financials and the January-February 2021 Interim event schedule. **No actions taken.**

CEO Bartling reminded the Board that the Form 700 needs to be completed and submitted by April 1, 2021, went over email protocols required for compliance under the Brown Act, and provided an update on the fairgrounds staff support for the vaccinations at Grace Pavilion. **No actions taken.**

UPDATE OF 2021 WFA VIRTUAL CONVENTION- COO Findley-Thorn
COO Findley-Thorn reported that we are members of the Western Fairs Association, which is a Fair Industry association, and she and CEO Bartling attended various elements of the virtual conference held January 4-6. COO Findley-Thorn reported that the Fair had 3 entries in the Achievement Awards, all of which received 1st Place in the categories for Emergency Response

(2020 Fires) and Virtual Events (JLA & Fair Food Frenzy), she noted that the JLA was also the Judges' Choice. **No actions taken.**

FAIR OPERATIONS – Director Gerald

Vice Chair Gerald gave a report on the January 12, 2021 committee meeting. **No actions taken.**

CEO Bartling stated that as a member of the California Fairs Alliance (CFA) she has been following the general consensus of Fairs in California for 2021, and reported that most are cautiously optimistic. Discussions ensued. **No actions taken.**

COMPETITIVE EXHIBITS, AG & EDUCATIONAL EXHIBITS – Director O'Kelley

Director O'Kelley gave a report on the January 12, 2021 committee meeting. **No actions taken.**

Director O'Kelley moved to approve increasing entry fees as presented; Director Herzog seconded the motion; the motion passed unanimously.

BUILDINGS & GROUNDS – Director Muelrath

Director Muelrath gave a report for the December 10, 2020 committee meeting.

Director Muelrath moved to approve committee recommendation to allow staff to work with WGAS promoter to book a 10-day Monster Truck & Hot Rod Drive-Thru Adventure in March, and to negotiate the rental terms a 10% of daily gross revenue for ticket sales & Food/Beverage sales; Director Lowe seconded the motion; the motion passed unanimously.

Director Muelrath moved to approve committee recommendation to leave the Tayman Park Golf Group, Inc. monthly rent due effective December 1, 2020-November 30, 2021 at \$5,871.48, and to allow staff to work with Tayman Park Golf Group to clarify the rental terms and issue a new contract when the current contract expires; Director O'Kelley seconded the motion; the motion passed unanimously.

RACING – Director Lowe

Director Lowe gave a report for the January 14, 2021 committee meeting, and added that during the meeting Hugo Mata and Carole Wright were introduced as new members to the committee. **No action taken.**

BUDGET & FINANCE – Director Lowe

Director Lowe gave a report for the January 26, 2021 committee meeting, and added during the meeting Sharon Wright was introduced as a new member to the committee. **No action taken.**

Director Lowe moved to approve the draft financial statement through December 2020 as presented; Director Wittke Schaffner seconded the motion; the motion passed unanimously.

CFO Margetts reviewed detail of US Bank credit card charges paid through December 2020. **No action taken.**

CFO Margetts reviewed December 2020 Harvest Fair financial statements. **No action taken.**

Director Lowe moved to approve a resolution authorizing management to apply for a Second Paycheck Protection Program loan, and further authorize the Chief Financial Officer to execute a loan application with Exchange Bank and designating signers to loan account; Director Muelrath seconded the motion; the motion passed unanimously.

HARVEST FAIR – Director Lowe

Director Lowe gave a report for the January 13, 2021 committee meeting, and announced that Pat Emery is President & Jason Schneider is Vice President, and added that the committee is discussing the 2021 plans on how to proceed with the food/wine competitions, gala & public tasting. **No action taken.**

ELECTION OF OFFICER FOR TREASURER – President Mickelson

Prior to presentation of the Official Ballot, President Mickelson introduced the three new members of the Board; Carole Quandt, Hugo Mata & Sharon Wright, each then gave a brief background. **No action taken.**

President Mickelson presented the Official Ballot received from the Nominating Committee, and opened the floor for nominations.

There being no nominations, Director Lowe moved to close nominations; Director O’Kelley seconded the motion; the motion passed unanimously.

ELECTION OF OFFICER FOR TREASURER BY WRITTEN BALLOT

CFO Margetts tallied the ballots and announced that the result of the election was Rob Muelrath as Treasurer.

Director Lowe moved to approve the election of Rob Muelrath as Treasurer; Director Herzog seconded the motion; the motion passed unanimously.

INDUCTION OF OFFICER FOR TREASURER BY PRESIDENT MICKELSON

President Mickelson formally inducted Rob Muelrath to the office of Treasurer.

REQUEST FOR FUTURE AGENDA ITEMS (non-discussion item)

None

ADJOURNMENT

President Mickelson called for a moment of silence in memory of former District 2 Supervisor Jim Harberson. There being no further business, a motion was made by Director Herzog to adjourn the meeting at 6:34 p.m.; Director Palm seconded the motion; the motion passed unanimously.

CONSENT AGENDA

1. **Full Board Meeting**
Approval of Minutes from the December 22, 2020 Meeting
Approval of Minutes from the January 14, 2021 Special Meeting
2. **Fair Ops Committee Meeting**
Approval of Minutes from the January 12, 2021 Committee Meeting
3. **Ag & Exhibits Committee Meeting**
Approval of Minutes from the December 22, 2020 Special Committee Meeting
Approval of Minutes from the January 12, 2021 Committee Meeting
4. **Buildings & Grounds Committee Meeting**
Approval of Minutes from the January 14, 2021 Committee Meeting
5. **Racing Committee Meeting**
Approval of Minutes from the January 14, 2021 Committee Meeting
6. **Budget & Finance Committee Meeting**
Approval of Minutes from the December 22, 2020 Committee Meeting