

**Sonoma County Fair**  
**APPROVED MINUTES OF THE**  
**BOARD OF DIRECTORS' MEETING**  
**Tuesday, October 23, 2018 5:30 p.m.**  
1350 Bennett Valley Road, Santa Rosa, CA

**DIRECTORS PRESENT:** Rob Muelrath, Vice President; Max Mickelsen, Treasurer; Marilyn Herzog, Past President; Doug Beretta, Lisa Carreño, Cindy Crane, Tony Gerald, Kevin Howe, Ross Liscum, Teejay Lowe, Marcia Mickelson, Annette O'Kelley, Bev Palm, Wanda Tapia, Lisa Wittke Schaffner

**DIRECTORS ABSENT:** None

**OTHERS PRESENT:** Becky Bartling, Kaitlyn Findley-Thorn, Lorna Fox, Heather Borck, Jane Engdahl

**CALL TO ORDER:** 5:31p.m.

**PLEDGE OF ALLEGIANCE:** Director Wittke Schaffner

**INTRODUCTION OF GUESTS:** Greg Duncan

**PUBLIC COMMENTS:** None

**APPROVAL OF AGENDA:**

**Director Lowe moved to approve the agenda; Director Liscum seconded the motion; the motion passed unanimously.**

**APPROVAL OF CONSENT AGENDA – Items 1-6:**

**Director O'Kelley moved to approve the Consent Agenda; Director Wittke Schaffner seconded the motion; the motion passed unanimously.**

**PRESIDENT'S COMMENTS:**

President Muelrath thanked President Herzog for all her hard work and efforts during 2018 and presented her with a gavel plaque.

President Muelrath introduced a new board member, Kevin Howe, who will be serving in place of Bob Higham.

President Muelrath stated that there challenges ahead with the Aston Barn project. He was hopeful to move the racetrack project ahead and will be looking to restate the Articles of Incorporation. He said he looks forward to working with the Board to accomplish these tasks.

**CEO AND STAFF REPORTS:**

The Correspondence Binder was circulated. CEO Bartling reminded the Board that the Holiday Party will take place December 10<sup>th</sup>.

CEO Bartling presented the Upcoming Interim Event Schedule and the September Interim Financials. She thanked COO Findley-Thorn for her efforts with the management of the Veteran's Memorial Building and taking over the parking department.

CEO Bartling stated that Casual Catering will not be the food service for the Jockey Club effective November 6<sup>th</sup>, and that she was in negotiations with another caterer to take over that effort.

## **COMMITTEE REPORTS:**

### **Fair Operations:**

Director Wittke Schaffner gave an overview of the October 9, 2018 Committee Meeting.

**Director Wittke Schaffner moved to approve the 2019 Fair theme of Country/Western, and Tropical Fairadise for 2020, and to consider the 2021 theme this year; Director Beretta seconded the motion; the motion passed unanimously.**

CEO Bartling reported on the IAFE's request regarding sending letters to members of the House of Representatives on H-2B Visas that are needed for all Fairs. Director Carreño moved to approve CEO Bartling to send a letter to our representatives requesting their approval to grant more H-2B Visas; Director Wittke Schaffner seconded the motion. More discussion ensued and it was decided that Board members would contact Congressmen Mike Thompson and Jared Huffman and verbally ask for their support in this effort. Director Carreño withdrew her motion. **No action taken.**

### **Competitive Exhibits, Agriculture & Educational Exhibits Committee Report:**

Director O'Kelley noted that there were only three JLA receivables outstanding with a balance of \$2,500, and that letters of collection have been sent out. She again gave kudos to Heather Borck and the entry staff for their great work to accomplish this.

### **Buildings & Grounds Committee Report:**

Director Liscum gave an overview of the October 11, 2018 Buildings & Grounds Committee meeting.

CEO Bartling and Director Liscum updated the Committee on the status of the Aston Barn property. It was stated that we need to keep in mind the racetrack opportunity in the long range planning efforts. **No action taken.**

**Director Liscum moved to allow fundraising for agriculture-specific activities as part of the Fair Foundation's use of the Saralee & Richard's Barn; Director Lowe seconded the motion; the motion passed unanimously.**

**Director Liscum moved to award the recoating of the Grace Pavilion roof to DJM for an amount of \$277,000 plus a 10% contingency; Director Carreño seconded the motion; the motion passed unanimously.**

### **Racing Committee Report:**

Director Mickelsen gave an overview of the October 11, 2018 Racing Committee meeting.

CEO Bartling reviewed the September Jockey Club report. She reported that the 2019 Fair dates are August 1 – 11, with no bonus week for racing.

Director Mickelsen stated that at future Racing Committee meetings they will be having stake race conversations and will be researching the cost of the turf track upkeep when we are only having 8 days of racing per year. **No action taken.**

### **Budget & Finance Committee Report:**

Director Mickelson gave an overview of the September 25, 2018 Budget & Finance Committee meeting.

**Director Mickelson moved to approve the Draft Financial Statements through September, 2018; Director Mickelsen seconded the motion; the motion passed unanimously.**

**Executive Committee Report:**

President Muelrath gave an overview of the October 23, 2018 Executive Committee meeting. He stated that the committee will be reviewing the Articles of Incorporation to be more in line with current fairground activities. Any changes will be brought to the full fair board. **No action taken.**

**Report on Harvest Fair Committee meeting:**

Director Lowe reported that there had not been a meeting in October. He gave kudos to Exhibits Coordinator Heather Borck and her staff for the great execution of the Award's Dinner and the Harvest Fair event. He said that the numbers for the event are still being consolidated and would be presented at the next meeting.

**Discussion and possible action regarding the 2019 Hall of Flowers' Theme:**

Greg Duncan presented "Country Garden of Songs" as the theme for the 2019 Hall of Flowers. **Director Wittke Schaffner moved to approve the 2019 Hall of Flowers theme of "Country Garden of Songs"; Director Herzog seconded the motion; the motion passed unanimously.**

**2019 BOARD CALENDAR REVIEW:**

The draft 219 calendar was distributed.

**FUTURE AGENDA ITEMS:**

H-2B Visas

**ADJOURNMENT**

**There being no further business, Director Lowe moved to adjourn the meeting at 6:33pm; Director Liscum seconded the motion; the motion passed unanimously.**

**SONOMA COUNTY FAIR & EXPOSITION, INC.**  
**Meeting of the Board of Directors**  
**October 23, 2018**  
**CONSENT AGENDA**

1. Approval of Minutes from the September 25, 2018 Board Meeting
2. **Fair Operations Committee Meeting**  
Approval of Minutes from the October 9, 2018 Committee Meeting
3. **Competitive Exhibits, Agriculture and Educational Exhibits Committee Meeting**  
Approval of Minutes from the October 9, 2018 Committee Meeting
4. **Buildings & Grounds Committee Meeting**  
Approval of Minutes from the October 11, 2018 Committee Meeting
5. **Racing Committee Meeting**  
Approval of Minutes from the October 11, 2018 Committee Meeting
6. **Budget & Finance Committee Meeting**  
Approval of Minutes from the September 25, 2018 Committee Meeting