

Board of Directors

Roger Coate – President
Roberto Muniz – Vice President
Mike Anderson
Glenna Blake
Casey Burris
Charlie Coleman
Eric Crawford
Ginger Pohlson



Jennifer T. Seward, CEO
(707) 462-FAIR
Fax (707) 462-2641

AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
February 18, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comment” portion and/or during the discussion of any particular item listed on the agenda. Public Comment will be limited to three (3) minutes per speaker.

Agenda

1. Call to order – President Coate
Items listed on this agenda may be considered in any order at the discretion of the President. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.
2. Roll Call/Directors Absent
3. Public Comment
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4. Consent Calendar
 - a. Approve November Minutes
 - b. Approve November, December and January Expenditures
 - c. Approve November, December and January Agreements and Contracts
5. Approve Participation in CFSA Revenue Protection Program
6. Approve CFSA to Provide Workers Compensation Coverage for Volunteers
7. Approve 2014 Fair Director Award Winners
8. Approve 2015 August and June Fair Dates – Aug. 6 -9 and June 5 -7
9. Approve Butler Amusements Contract Extension For 2015 and 2016
10. CEO Report
11. Directors' Reports
12. Committee Reports
 1. Contract Committee – Director Coleman
 2. Finance Committee – Director Burris
 3. Beautification Committee – Director Blake
 4. Policy Committee – Director Pohlson
 5. Buildings and Grounds - Coleman
12. Adjournment

Questions regarding agenda items should be directed to Jennifer Seward, CEO at 707-462-3884.
12th DAA agendas can also be accessed on the web at: <http://www.redwoodempirefair.com/administration/>



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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
March 18, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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Agenda

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4. Consent Calendar
 - a. Approve February Minutes
 - b. Approve February Expenditures
 - c. Approve February Agreements and Contracts

5. Approve MCJLA Sheep Weight Recommendation
6. Approve 2014 Fair Director Award Winners
7. CEO Report
8. Directors' Reports
9. Committee Reports
 1. Contract Committee – Director Coleman
 2. Finance Committee – Director Burris
 3. Beautification Committee – Director Blake
 5. Buildings and Grounds Committee – Director Coleman
 4. Policy Committee – Director Pohlson

12. Adjournment

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
April 15, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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Agenda

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4. Consent Calendar
 - a. Approve March Minutes
 - b. Approve March Expenditures
 - c. Approve March Agreements and Contracts

5. Approve 2014 Fair Premiums
6. Approve 2014 Fair Director Award Winners
7. CEO Report
8. Directors' Reports
9. Committee Reports
 1. Contract Committee – Director Coleman
 2. Finance Committee – Director Burris
 3. Beautification Committee – Director Blake
 4. Policy Committee – Director Pohlson
 5. Buildings and Grounds – Director Coleman

12. Adjournment

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
May 20, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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Agenda

1. Call to order – President Coate
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4. Consent Calendar
 - a. Approve April Minutes
 - b. Approve April Expenditures
 - c. Approve April Agreements and Contracts
5. Approve MoMU
6. Approve Adoption of NCIRWM Plan
7. Approve 2014 Fair Director Award Winners
8. CEO Report
9. Directors' Reports
10. Committee Reports
 1. Contract Committee – Director Coleman
 2. Finance Committee – Director Burris
 3. Beautification Committee – Director Blake
 4. Policy Committee – Director Pohlson
 5. Buildings and Grounds – Director Coleman
12. Adjournment

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
June 17, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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Agenda

1. Call to order – President Coate
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2. Roll Call/Directors Absent
3. Introduction of Guests and Staff
4. Public Comment
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5. Consent Calendar

- a. Approve May Board Meeting Minutes
- b. Approve May Expenditures
- c. Approve May Agreements and Contracts

6. Approve Free Speech Policy

7. Approve 2015 Building and Outdoor Area Rental Rates

8. Approve Fine Arts, Hunters Lodge and Grandstand Roofing Projects

9. CEO Report

10. Directors' Reports

11. Committee Reports

1. Contract Committee – Director Coleman
2. Finance Committee – Director Burris
3. Beautification Committee – Director Blake
4. Policy Committee – Director Pohlson
5. Buildings and Grounds – Director Coleman

12. Adjournment

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
July 15, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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Agenda

1. Call to order – President Coate
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2. Roll Call/Directors Absent
3. Public Comment
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4. Consent Calendar
 - a. Approve June Minutes
 - b. Approve June Expenditures
 - c. Approve June Agreements and Contracts

5. Approve MCJLA Replacement Animals
6. CEO Report
7. Directors' Reports
8. Committee Reports
 1. Contract Committee – Director Coleman
 2. Finance Committee – Director Burris
 3. Beautification Committee – Director Blake
 4. Policy Committee – Director Pohlson
 5. Livestock Committee-Crawford

12. Adjournment

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July 31, 2014

TO: BOARD OF DIRECTORS

FROM: Jennifer Seward, CEO

SUBJECT: Board Meetings

The special meetings of the 12th District Agricultural Association Board of Directors will be held at 9:00am on Thursday, Friday, Saturday, and Sunday, during the Fair, July 31 – August 3, 2014 in the Board of Directors Room on the Redwood Empire Fairgrounds, 1055 North State Street, Ukiah, California. The regular August 19th meeting is cancelled.

Note

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Agenda:

1. Roll Call
2. Determine Quorum
3. Approve Agenda
4. Public Comment

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5. Urgent Fair Issues - Board discussion and action on any issue requiring immediate response to prevent detrimental impact on the Fair or an Exhibitor.
6. Adjourn.



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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
September 16, 2014 at 4:00 p.m.
Main Office
12th District Fairgrounds, Ukiah, California

Note

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Agenda

1. Call to order – President Coate
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2. Roll Call/Directors Absent
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4. Consent Calendar
 - a. Approve July Minutes
 - b. Approve July & August Expenditures
 - c. Approve July & August Agreements and Contracts
5. Set 2015 Spring Fair Dates June 5 – 7, and August Fair Dates August 6 – 9
6. Approved Directors Attendance to WFA Convention January 11 – 14, 2015
7. Approve CEO Delegation of Authority, Including Check Writing Authority up to \$15,000.00 with a Single Signature. Any Amount Above Requires Two Signatures.
8. Approve Check Signers For All Accounts
9. Set 2015 Rental Rates
10. Approve 2015 Fair Theme
11. CEO Report
12. Directors' Reports
13. Committee Reports
 1. Contract Committee – Director Coleman Chair
 2. Finance Committee – Director Burris Chair
 3. Policy Committee – Director Pohlson
 4. Livestock Committee – Director Crawford
 5. Building, Grounds & Contract Committee – Director Coleman
 6. Beautification Committee – Director Blake

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
October 21, 2014 at 4:00 p.m.
Board Room
12th District Fairgrounds, Ukiah, California

Note

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Agenda

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4. Consent Calendar
 - a. Approve September Minutes
 - b. Approve September Expenditures
 - c. Approve September Agreements and Contracts
5. Approve 2015 Fair Theme
6. Approve Grandstand Roofing Project
7. Nominate Board Committees and Officers
8. Closed Session – Pursuant to Section 11126.3 for CEO Review
9. CEO Report
10. Directors' Reports
11. Committee Reports
 1. Contract Committee – Director Coleman Chair
 2. Finance Committee – Director Burris Chair
 3. Policy Committee – Director Pohlson Chair
 4. Livestock Committee – Director Crawford Chair
 5. Building, Grounds & Contract Committee – Director Coleman Chair
 6. Beautification Committee – Director Blake Chair



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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
November 20, 2014 at 9:30 a.m.

Little River Inn 7901 North Hwy 1,
Little River, California

Note

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Agenda

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Redwood Empire Fair
Strategic Planning Session
November 20, 2014
9:30 – 5:00

4. Planning Agenda

- A. Roll Call
- B. Approve Meeting Agenda
- C. Opening
 - Welcome & introductions
 - Ground Rules for the day
- D. Expectations for Three Year Planning Session
- E. Planning
 - a. Where have we been?
 - Results
 - Critical Performance Factors
 - b. Where are we now?
 - Current situational analysis: local & statewide
 - Evaluate strengths, weaknesses, opportunities, threats
 - Examine Mission Statement and Vision Statement for current relevancy
 - c. Where do we want to go?
 - Measurable Goals
 - Results that contribute net resources

Working Lunch
 - d. What will we do to get there?
 - Action Strategies
 - Action Plans: Decision of who and by when
- F. Conclusion
 - Summary and Evaluation of Strategic Planning Session



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5. Consent Calendar
 - a. Approve October Minutes
 - b. Approve October Expenditures
 - c. Approve October Agreements and Contracts
6. Approve 2015 Rental Rates
7. Approve 2015 Admission Rates
8. Approve 2015 Camping/Parking Rates
9. Approve 2015 Livestock Entry Fees
10. Approve 2015 Buildings and Grounds Improvement Projects
11. Closed Session – Pursuant to Section 11126.3 for CEO Compensation
12. Approve 2015 Budget
13. CEO Report
14. Directors' Reports
15. Committee Reports
 - a. Contract Committee – Director Coleman Chair
 - b. Finance Committee – Director Burris Chair
 - c. Policy Committee – Director Pohlson Chair
 - d. Livestock Committee – Director Crawford Chair
 - e. Building, Grounds & Contract Committee – Director Coleman Chair
 - f. Beautification Committee – Director Blake Chair

Board of Directors Dinner at close of meeting at Littler River Inn

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AGENDA
12TH DISTRICT AGRICULTURAL ASSOCIATION
BOARD OF DIRECTORS MEETING
December 16, 2014 at 4:00 p.m.
Board Room – Administration Building
12th District Fairgrounds, Ukiah, California

Note

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4. Consent Calendar
 - a. Approve November Minutes
 - b. Approve November Expenditures
 - c. Approve November Agreements and Contracts

5. Approve Purchasing Policy
6. Approve 2015 Budget
7. Approve Livestock Entry Fees
8. CEO Report
9. Directors' Reports
10. Committee Reports
 1. Contract Committee – Director Coleman Chair
 2. Finance Committee – Director Burris Chair
 3. Policy Committee – Director Pohlson Chair
 4. Beautification Committee – Director Blake Chair
 5. Buildings, Grounds & Contract Committee – Director Coleman Chair
 6. Livestock Committee – Director Crawford Chair

12. Adjournment

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