

**FOURTH DISTRICT AGRICULTURAL ASSOCIATION**

175 FAIRGROUNDS DRIVE, PETALUMA, CALIFORNIA 94952

**September 25, 2024**

**Minutes**

Hosted in the Administration Office Board Room

**DIRECTORS PRESENT:** Directors, Grossi, McClure, Burleson, James, Marzo, and Parks

**DIRECTORS ON ZOOM** Director Benedetti

**DIRECTORS ABSENT (Excused)** Director Ghirardelli and Moore

**DIRECTORS ABSENT** None

**STAFF PRESENT:** Mandy Clendenen, CEO, Rich Gravelle, AGP Analyst,

**GUESTS PRESENT:** Megan Nakao, Staff Counsel Fairs & Expositions

**President Parks called the meeting to order at 3:11 PM.**

**APPROVAL & ADOPTION**

**OF AGENDA:** M/s/c Directors James and Marzo to approve the agenda as amended, consent agenda item C removed. The motion passed unanimously.

**PUBLIC COMMENT:** None.

**CONSENT AGENDA:** M/s/c Directors Marzo and Burleson to approve the Consent Agenda. The motion passed unanimously.

- A. Minutes of August 2024 Board Meeting
- B. Standard Agreements

**CORRESPONDENCE:** F2024-05 2024 State Rules Advisory Committee Meeting ADA.

**PRESIDENT REPORT:** None.

**DIRECTOR REPORTS:** None

**CEO REPORT:** **A. Industry-Related Update:**

- CEO Clendenen reported she worked at the Mendocino County Fair & Apple Show in Boonville, September 11-15, 2024. She reported that their Fair attendance was down, and Livestock diary entries were up. She reported that beef, still exhibits, and parade entries were down.

**B. Ag Day:**

- CEO Clendenen reported that Ag Day is Friday, September 27, 2024, from 9:00 a.m. to 11:30 a.m. The setup is similar to previous years. The Ag Partners in Herzog Hall is full.

**C. Fair Volunteer Appreciation Dinner:**

- CEO Clendenen reported that the Fair Appreciation dinner planning is going well. She will contact the catering company and Petaluma Poultry to procure the chicken. She noted that she hopes the chicken will be donated again this year.

**D. CEO Schedule:**

- CEO Clenenen reported that she received the scholarship to attend the IAFE convention in Las Vegas in November and thanked the board members who wrote letters of recommendation.

**COMMITTEE REPORTS:**

**FINANCE:** Director McClure reported that the committee reviewed the financial statements for August. McClure noted that the next CD will mature on October 16, and the association shall close this CD or the Poppy Bank CD that matures in January 2025.

Director McClure reported that the Pit Passes were discussed, and an analysis would be

produced to determine their profitability. Director McClure also reported a discussion regarding Exchange Bank fees for the Fair’s accounts. The committee determined it was time to discuss the fee structure with Exchange Bank. Director McClure reported that the State Allocation was received earlier in September and will be on the financial reports next month.

**BUILDINGS & GROUNDS:** Directors James and Benedetti – No report.

**EXHIBITS**

**& LOCAL RULES:** Directors Marzo and McClure - No report.

**COMMERCIAL &**

**CONCESSIONAIRE:** Director Burleson and James – No report.

**ENTERTAINMENT:** Directors Ghirardelli and Marzo – No report.

**GOALS & LONG RANGE**

**PLANNING:** Directors Grossi and Parks – No report.

**LEGISLATIVE:** Director Moore— No report.

**MILK BARN:** Director Benedetti – No report.

**FARMERS DAY:** Director Grossi – No report.

**FRIENDS OF THE**

**FAIRGROUNDS:** President Parks — No report.

**OLD BUSINESS:**

A. **Post-Fair Fundraising**—President Parks deferred the topic to October.

B. **2025 Sonoma-Marin Fair 6/19/22/25:**

1. **Logo:** CEO Clendenen provided the first draft of the Fair logo with the theme Country Nights & Carnival Lights. A discussion occurred, and no action was taken.

C. **2024 Fair Report**—AGPA Gravelle reviewed the changes in the Fair report from the previous version with the Board. AGPA Gravelle noted that this version, dated 9/24/24, is the final version.

**NEW BUSINESS:** None to report

**FOR YOUR INFORMATION:**

F2024-04 Wash Your Hands Signs ADA.

**CLOSED SESSION:**

M/s/c Directors McClure and Marzo moved to convene into Closed Session at 3:41 p.m. to discuss:

DAA Real Estate Negotiations (Gov. Code § 11126(c)(7a)).property. Motion passed unanimously.

**RECONVENE INTO**

**OPEN SESSION:**

M/s/c Directors Grossi and Marzo. The motion passed unanimously.

**The board reconvened in an open session at 4:37 p.m.**

**EXCUSED ABSENCES:** M/s/c by Directors James and McClure to excuse Directors Ghirardelli and Moore’s absence.

**ADJOURNMENT:** M/s/c by Director James and McClure to adjourn the meeting at **4:38** p.m. The motion passed unanimously.

Respectfully submitted,

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Michael Parks  
President

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Mandy Clendenen  
Chief Executive Officer