



**49th District Agricultural Association  
BOARD OF DIRECTORS MEETING NOTICE (AMENDED)  
October 28, 2024, at 4:00 PM**

Board of Directors:  
**Nara Dahlbacka, President**  
**Janeane Bogner; Marcia Chauvin; Kirk Andrus, MD; Traci Medina**

The 49<sup>th</sup> District Agricultural Association Board of Directors will meet on Monday, at the aforementioned date at 4:00 PM. The meeting will be held at the **Sponsorship Building**, located on-site at 401 Martin St., Lakeport, California.

The Lake County Fairgrounds is a District Agricultural Association, a State entity subject to the Bagley-Keene Open Meeting Act.

In accordance with Governor Gavin Newsom's Order N-25-20, Board Directors, the California Department of Food and Agriculture and the public may attend this meeting by joining us telephonically or via the internet via ZOOM: In accordance Bagley Keene, a minimum of five Directors must meet on site in order to have quorum; a limited disability exception has been made for Board Member M. Chauvin.

**Zoom:** <https://us06web.zoom.us/j/86474072871>  
**Toll Free Phone:** (408) 638-0968      **Meeting ID:** 864 7407 2871  
Find your local Zoom phone number: <https://us02web.zoom.us/u/kb1Jvg2Q0T>

**Mission** - It is the mission of the Lake County Fair to provide Lake County a community event center.

**Vision** - The Lake County Fairgrounds will be the community's first choice as the place they come together.

---

**PUBLIC PARTICIPATION**

Members of the public are encouraged to provide comments to the Board during the **public comment portion of the meeting** on any item NOT on the agenda or may suggest items to be placed on the agenda for discussion at a future Board meeting. Public comment must be related to fair authority and jurisdiction and the placement on the agenda is within the discretion of the Board. Members of the public may also comment on agenda items throughout the meeting in accordance with the time allowances mentioned above and following the recognition by the Chair/President.

**MEETING NOTICES**

Meeting documents considered by the Board during the meeting will be available to the public during the meeting, by posting in a public place and from a link on the Fairground's website at [www.lakecountyfair.com](http://www.lakecountyfair.com) or [https://www.cdfa.ca.gov/FairsAndExpositions/Meeting\\_Notices/](https://www.cdfa.ca.gov/FairsAndExpositions/Meeting_Notices/)

**AMERICANS WITH DISABILITIES ACT**

All Board meetings must be accessible to the physically disabled. Any person needing a disability-related accommodation or modification in order to attend or participate in any Board or Committee meetings, or other Lake County Fair activities may request assistance by contacting Interim Management at the Lake County Fair Administration Office, 401 Martin Street, Lakeport, CA or by phone at 707-263-6181.

## **BOARD MEETING AGENDA**

- I. Call to order**
- II. Pledge of Allegiance**
- III. Attendance - Roll Call of Directors** (Present, Excused)
- IV. Introduction of Guests and Staff**
- V. APPROVAL OF AGENDA**  
Motion \_\_\_\_\_ Second \_\_\_\_\_
- VI. CLOSED SESSION:** (Adjourn into Closed Session) Pursuant to Government Code (GC) section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:
  - a. Personnel: CEO Recruitment / Hiring - Govt. code 11126(a)(1)
- VII. OPEN SESSION:** (Reconvene into Open Session) Disclosure of any action that took place during the Closed Session Meeting.
- VIII. NEW BUSINESS:** Establish a Delegated Authority Committee (discussion / action by the Board)  
The Board will discuss the creation of a new Delegated Authority Committee, and the Board President will assign Board Members to serve; Committee authority and powers are also to be determined at this time. Board to Approve Committee Assignments and its respective powers.  
Motion \_\_\_\_\_ Second \_\_\_\_\_

### **TIME SPECIFIC: 5:00 PM**

- IX. CONSENT AGENDA** (discussion / action by the Board)
  - 1. Review of invoices that are non-standard and/or over delegated spending limit:
    - i. Silver Dollar Fairgrounds – Final Livestock Pen Payment (\$32,500.00)
    - ii. *JAK Drilling & Pump – Well Repair Inv.# 1303, 1304 (\$8,012.72 + \$5,885.23 = \$13,897.95)*
- X. REPORTS** (discussion / action by the Board):
  - 1. Financial Report – Tawny Tesconi
    - Balance Sheet as of September 30<sup>th</sup>, 2024
    - Income Statement as of September 30<sup>th</sup>, 2024
    - Expenditures, August & September 2024
    - i. Board to Approve Receipt & Review of Current Financial Report  
Motion \_\_\_\_\_ Second \_\_\_\_\_

2. 2024 Fair Report – Tawny Tesconi
  
3. Committee Reports
  - Executive Committee – Nara Dahlbacka
  - Building & Grounds - Janeane Bogner
  - Finance Committee – Marcia Chauvin
  - Competitive Exhibits – Traci Medina
  - Public Relations/Marketing
  - Junior Livestock – Kirk Andrus
  - Ad-hoc:
  
4. Presidents Report – Nara Dahlbacka
  - i. Appointment of Nominating Committee
  
5. Management Update – Tawny Tesconi & Drew Jacoby
  
6. Correspondence and Announcements
  - Distribution of 2024 Circular Letters (attached)
    - D2024-01 – D2024-03
    - F2024-01 – F2024-06
  
  - Board Training Status Update
  
  - Board Member Marcia Chauvin’s Email to Interim Manager Tawny Tesconi, included at the request of M. Chauvin; Interim Manager’s Response has also been included.
  
  - Distribution of Study Session Notes from September

**XI. PUBLIC COMMENT**

*Limited to 3 minutes per person.* Comments to the Board on issues and additional items not listed on the agenda. Presentations will be limited to 5 minutes. Please note that pursuant to California State Law, the Board is prohibited from taking action on any item not listed on the agenda.

**XII. ACTION/DISCUSSION ITEMS** (Items for Information, Discussion or Action by Board)

- a. Lake County Rodeo Association: The Lake County Rodeo Association has requested the use of the grounds for a mutually agreeable weekend in July to produce and promote their annual rodeo. Interim Managers have created a suggested rental agreement for the Board’s review and are seeking authorization from the Board to finalize and execute a 2025 Rental Agreement.
  - Motion \_\_\_\_\_ Second \_\_\_\_\_
  
- b. GF Promotions (Indoor Go Karts / Winter Kart Season) has requested adjustments to the payment terms of their existing multi-year agreement. GF Promotions has made their request in writing for review and approval by the Board.
  - Motion \_\_\_\_\_ Second \_\_\_\_\_

- c. 2025 Fair Theme Selection: a list of previous themes dating back to 1957 has been submitted to the Board for Review. The Board is to select and approve the 2025 Fair Theme.
  - Motion \_\_\_\_\_ Second \_\_\_\_\_
  
- d. Holiday Bazaar 2024: Staff at the Fairgrounds have been working to secure vendors, various displays, and holiday themed decorations to host the Holiday Bazaar on December 14 & 15, 2024. The Board will review the current plans and the associated cost factors to determine the best course of action for the event, including determining if approval to continue is granted.
  - Motion \_\_\_\_\_ Second \_\_\_\_\_
  
- e. Upcoming Board Meeting: The next Board Meeting is scheduled for Monday, November 25<sup>th</sup> (Thanksgiving Week). Per the Bylaws, a change in meeting date due to a holiday only grants the Board a one-week extension, in this case until Monday, December 2<sup>nd</sup>. Board is to determine the date for the next meeting and approve any changes to the meeting schedule, if necessary.
  - Motion \_\_\_\_\_ Second \_\_\_\_\_

**XIII. MATTERS OF INFORMATION:**

No discussion/debate on topics introduced under Matters of Information will be permitted. No action will be taken on comment at this time as law requires formal public notice of any action on an agenda item.

- a. Director Comments
- b. Manager Comments
- c. Next scheduled Board meeting – November 25<sup>th</sup>, 2024 at 5:00 PM (unless amended via Action Item (e) contained in Section XII)
- d. Items to be added to next meeting agenda.

**XIV. Adjournment**

**Included Attachments:**

- Circular Letters**
- Email Correspondence between M. Chauvin and T. Tesconi**
- LCRA Drafts**
- Fair Themes**
- Holiday Bazaar Budget & Presentation**
- Financials (Distributed at a later date)**