



MINUTES
52nd DISTRICT AGRICULTURAL ASSOCIATION
SACRAMENTO COUNTY FAIR
BOARD OF DIRECTORS MEETING
October 28, 2010
County Fair Office

The regular meeting of the Directors of the 52nd District Agricultural Association was called to order at 4:07 PM on October 28, 2010 at the County Fair office at Cal Expo by Chair, Jim Vietheer.

ROLL CALL AND DIRECTORS ABSENT

Board members present were Jim Vietheer, Laurie Kaspar, Artavia Taylor, Carolina Gore, and Mary Paasch.

Case Van Steyn was absent and excused.

INTRODUCTION OF STAFF AND GUESTS

T.J. Plew, CEO

Stephanie Duncan, Guest

PUBLIC INPUT

Stephanie Duncan addressed the board regarding a matter concerning late payment received and concerns she had for the process of issuing checks for County Fair Art sales.

Specifically, she was concerned that CEO Plew's claims of checks issued were not truthful and the fair did not have receipts for cash sales.

CEO Plew showed that checks were issued on July 22nd, September 2nd and September 13th. Two checks were lost in the mail. CEO Plew also provided a record of the cash sale and the reference to the cash receipt for the transaction.

Director Taylor apologized on behalf of the board and asked that Stephanie accept the board's apology. She further asked the board to consider providing Stephanie with free entry for the 2011 Sacramento County Fair.

APPROVAL OF BOARD MINUTES

Director Kaspar moved to accept the minutes of September 28, 2010 the motion was seconded by Director Paasch. Motion carried by voice vote.

FINANCIAL REPORT

Artavia Taylor moved to accept the April Financials. Director Paasch seconded the motion which passed by voice vote.

Director Paasch moved to accept the May Financials. Director Taylor seconded the motion which passed by voice vote.

Director Taylor moved to accept the June Financials. Director Paasch seconded the motion which passed by voice vote.

Director Paasch moved to accept the July Financials. Director Taylor seconded the motion which passed by voice vote.

Director Kaspar moved to accept the August Financials. Director Taylor seconded the motion which passed by voice vote.

Director Paasch moved to accept the September Financials. Director Gore seconded the motion which passed by voice vote.

CEO REPORT

No Report.

COMMITTEE & STAFF REPORTS

Reports were postponed until the November meeting so that the remaining business could be addressed with a quorum of the board.

UNFINISHED BUSINESS

- A. Approval of Credentials to be provided to the Directors of the Board.

CEO Plew presented the following recommendation for distribution of Director's Credentials

It is the responsibility of the board members to observe the fair and directors are encouraged to volunteer during the fair as needed. In order to accommodate observations and volunteer service directors may receive up to two (2) season admission passes; one (1) season parking admission; ten (10) general admission passes, four (4) passes to the demolition derby and food script (\$20). Receipt of fair tickets will be recorded in accordance with the FPPC.

Director Paasch moved to accept the policy as presented. Motion was seconded by Director Taylor and passed by voice vote.

- B. 2011 Fair Budget – the 2011 Fair Operating Budget was reviewed by the board. Director Paasch noted a discrepancy in proposed Administration costs and questioned the increases associated with the horse show expense. CEO Plew noted she would make the correction in the Administration expenses. CEO Plew explained that the horse show judge budget was increased.

Approval of the budget was postponed until approval by the Division of Fairs and Expositions

NEW BUSINESS

- A. Approval of Amendment for Brian Honebein & Associates. - Director Gore move to accept the amendment in the amount of \$301 for a total payment of \$10,300 to Brian Honebein & Associations for sponsorship sales services..

ADJOURN

The meeting was adjourned at 6:30 PM by Chair Jim Vietheer

Submitted,

T.J. Plew

Date

Jim Vietheer, Chair

Date

2011 Sacramento County Fair
Credential Admission Guidelines

Commercial and Food Vendors

Non-Profit/Government Commercial Vendors pay \$325 per 10' x 10' space
Commercial Vendors Indoor pay \$400 per 10' x 10' space
Commercial Vendors Outdoor pay \$500 per 10' x 10' space
Food Vendors pay \$23% of gross sales with a guarantee of \$500

The Fair will provide:

Parking: 10 daily parking passes.

Additional parking passes may be purchased prior to May 26th for \$6/each.

Admission: 20 daily admission

Additional admission passes may be purchased for \$2 each in advance.

Additional credentials may be distributed to vendors upon request of the Vendor Coordinator and approved by the Fair Manager.

Livestock Exhibitors

Market Entry Fees (large animal): \$8

Market Entry Fees (small animal): \$4

Breeding Entry Fees (large animal): \$8

Breeding Entry (small animal): \$2

Showmanship Entry Fees: \$2

Parking: Single day \$5, Season Pass \$25

Admission: Each youth livestock exhibitor receives a single wristband for admission to the fair. Each exhibitor family receives 10 single day admission passes. Families are determined by address.

Special circumstances for additional admissions or parking will be considered by the Livestock Supervisor and approved by the manager on a case by case basis.

Horse Exhibitors

Stall Fees: \$30

Halter & Performance Classes: \$10

Drug Fees: \$7

Showmanship Entry Fees: \$2

Parking: Single Day \$5, Season Pass \$25

Admission: Each Exhibitor receives a single wristband for admission to the fair. Each exhibitor family receives 10 single day admission passes. Families are determined by address.

Special circumstances for additional admissions/parking will be considered by the Horse Show Manager and approved by the manager on a case by case basis.

Indoor Contest Participants

Entry Fees: various

Fair Provides admission and parking for exhibitors that have pre-registered for on-site competitions. Entry fees for these contests have been priced to include fair's cost for parking.

Paid Entertainment

Fair provides parking and admissions based on the number of performers and equipment vehicles.

Non-Paid Entertainment

Fair provides parking: based on the number of performers and equipment vehicles. Carpooling is encouraged and parking is disbursed based on four people per vehicle. Admission passes are for performers only. In the case of youth groups, additional passes will be provided to chaperones based on one adult per six performers. Requests for additional admission passes for chaperones/assistants will be considered on a case by case basis.

Volunteers

Fair provides parking and admission as needed to perform volunteer duties.

Employees

Fair provides each employee parking and admission. Ten (10) admission passes will be provided to each employee.

ADMINISTRATION

Each department will be required to submit to the CEO a request for parking and admission passes for their programs.

Following the fair, each employee will provide the CEO with a recap of passes distributed and any unused passes.

DIRECTORS

It is the responsibility of the board members to observe the fair and directors are encouraged to volunteer during the fair. In order to accommodate observations and volunteer service directors will receive two (2) season admission passes; one (1) season parking admission; ten (10) general admission passes, four (4) passes to the demolition derby and food script (\$20). Receipt of fair tickets will be recorded in accordance with the FPPC.