

# Board of Directors Meeting Minutes

Ventura County Fairgrounds  
31st District Agricultural Association - 10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376  
Website: venturacountyfair.org Contact: Barbara Quaid, CEO

Tuesday, January 26<sup>th</sup>, 2021 at 9:00 a.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/83144477272>

Join Via the phone:

+1-669-900-6833

Meeting ID: 831 4447 7272

This virtual board meeting is called in accordance with Governor Gavin Newsom's proclaiming a State of Emergency to exist on March 4, 2020 as a result of the threat of COVID-19 and the March 12, 2020 Executive Order N-25-20. Board Directors and staff of the California Department of Food and Agriculture may attend this meeting telephonically without notice of or access to their teleconference location. Members of the public may attend the meeting and provide comment at the meeting location noticed above. Any item not so noticed on this agenda will not be considered or discussed.

## **I. Call to Order**

### **Roll Call**

### **Declaration of Recusal or Conflict of Interest**

The meeting convened at 9:05 a.m., and called to order by President Cornejo.

**Directors present:** President, Leslie Cornejo, Vice President, Leah Lacayo, Michael Bradbury, M. Cecilia Cuevas, Daniel Long and Armando Lopez.

**Absent:** Shanté Morgan-Durisseau and Bonnie Weigel.

**Staff present:** Barbara Quaid, CEO, James Lockwood, Publicity and Marketing Manager, Jason Amelio, Sales Manager/Assistant Satellite Supervisor, Cristian Yepez, Accounting Trainee and Heidi Ortiz, Executive Secretary.

**Guests Present:** Mike Francesconi, Agriculture Program Supervisor II, Fairs & Expositions, Scott Toland and Megan Hook.

There were no conflicts of interest with any of the Board members that were present.

## **II. Pledge of Allegiance**

Director Long led all present in the Pledge of Allegiance.

## **III. Welcome and Introductions of Guests and Staff**

Invitation for the public to introduce themselves (not mandatory)

Mr. Francesconi introduced himself and explained he can address any questions about F&E or anything at the state level.

**IV. Public Comment on Items Not on the Agenda**

In accordance with State law, the Board will not comment or otherwise consider Public Comment matters until and unless such items have been properly noticed for a future meeting.

**V. Presentations - None**

**VI. Approval of Minutes**

A. November 24<sup>th</sup>, 2020 Board Meeting

**MOTION:** To approve the November 24<sup>th</sup>, 2020 Board Meeting minutes with one correction.

<b>Board Member Name</b>	<b>Approved (Yes Vote)</b>	<b>Not Approved (No Vote)</b>	<b>Abstain</b>
Director Bradbury (Second)	X		
Director Cuevas	X		
Director Long	X		
Director Lopez	X		
Vice President Lacayo (Motion)	X		
President Cornejo	X		

**VII. Financial Report**

A. Financials ending November 30<sup>th</sup>, 2020

Mr. Yopez gave a report on the financials ending November 30<sup>th</sup>, 2020.

There was a brief discussion regarding the outstanding receivables. There is one left on the books and staff is working with F&E to get it cleared.

**VIII. Old Business - None**

**IX. Committee Reports - None**

**X. Board Correspondence – Informational only no action required**

A. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: FY 2020/21 Base and Training Allocation - Amendment

B. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: FY 2020/21 Fair Training Reimbursements

C. Memo from John Quiroz at California Dept. of Food and Agriculture, Fairs & Expositions: 2021 State Rules for California Fairs

CEO Quaid explained the three pieces of correspondence. The Board was encouraged to complete any Director training that needs to be done to get caught up.

**XI. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A,**

**1, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.**

**A. Agreements**

**1. Rental Agreements – Interim**

Mr. Amelio explained what we have scheduled and what interim events are coming up. He explained that the Swap Meet on Wednesdays is being paused for now due to the vaccination rental in the Anacapa Building.

**MOTION:** To approve the consent agenda with items A, 1.

<b>Board Member Name</b>	<b>Approved (Yes Vote)</b>	<b>Not Approved (No Vote)</b>	<b>Abstain</b>
Director Bradbury	X		
Director Cuevas	X		
Director Long (Second)	X		
Director Lopez	X		
Vice President Lacayo (Motion)	X		
President Cornejo	X		

**XII. CEO Report**

- She has been working with Mr. Yopez on the financials and end of year numbers.
- 2019: 716 employees; 2020: 104 employees (there were only that many because there were events in January and February which required security and maintenance); 2021: 6 civil service, 1 retired annuitant CEO, 4 night patrol and two contractors.
- She explained the significant cost of PERS over the years and how that is one of the biggest expenses with employees. Many of the other cuts were discussed along with this one.
- The phone system has been down, but staff is in the process of installing a new one and hopes it will be done by the end of the week.
- There has been fraud on the auction account so that is in the process of being closed. A claim has been opened with the CHP and the exhibitors that have not cashed their checks yet will be contacted so new checks can be reissued.

**XIII. President's Comments**

- Explained that there was a lot of confusion when the vaccinations started which was not our fault, but she spoke to Mr. Maynard with OES and it seems to be running smoothly now. We have a good partnership with OES which she is very pleased with.

**XIV. Director's Comments**

**Director Cuevas**

- She had a conversation with Mr. Maynard and he was happy to be able to bring the testing and vaccination sites to the fairgrounds. He hopes to bring more to the

fairgrounds in the future and he said that if there are any problems to reach out to him and he's be happy to help.

- She thanked staff for their presence and keeping the fairgrounds operable. The numbers that CEO Quaid gave earlier were astounding and devastating. It goes to show everyone how many jobs the fairgrounds provides and the money that is generated in the community.
- Thanked CEO Quaid for her continued support and work on behalf of the fairgrounds.
- Her expectation is that there will not be a fair this year, but hopes for the best. Safety comes first.

Director Long

- He reiterated Director Cuevas' comments.
- He expressed his gratefulness to staff for keeping it all together.
- His hopes are to take the vaccine soon.

Director Lopez

- He added his voice to everyone complementing the staff.

Director Bradbury

- Hopes everyone stays safe and well and that all are in his prayers.

Vice President Lacayo

- Wanted to reiterate Director Cuevas' comments as well.
- Thanked CEO Quaid for her work and support.
- She has her appointment tomorrow to get the vaccine, so she is excited about that.
- Explained that one positive thing from this all is that she was able to renew her driver's license online.

## **XVII. Future Agenda Items – None**

There was a discussion regarding having a virtual auction again this year and CEO Quaid confirmed that there will not be a virtual auction held on behalf of the fairgrounds this year in 2021. She explained that if another organization would like to hold an auction that would be up to them. There will be something posted on our website and we will try and reach out to the livestock community.

## **XVIII. Adjourn**

The meeting was adjourned at 9:55 a.m. in memory of all those lost to COVID-19.

Submitted by: \_\_\_\_\_  
Heidi Ortiz, Executive Secretary

Approved by: \_\_\_\_\_  
Barbara Quaid, CEO Ventura Fairgrounds

Approved by: \_\_\_\_\_

Leslie Cornejo, Board President