

# 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, March 23<sup>rd</sup>, 2021 at 9:00 a.m.

Join Zoom Meeting:

<https://zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

Join Via the phone:

+1-669-900-9128

Meeting ID: 483 421 4737

Passcode: 575554

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 9:03 a.m., and called to order by President Cornejo.

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

**Guests Present:** Sarah Pelle, Fairs & Expositions  
Vincenzo Giammanco, CBF Productions  
Megan Hook, 805AgKids  
Scott Toland, 805AgKids

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

## II. Pledge of Allegiance

Director Weigel 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)

### 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.

Scott Toland – Explained he was a local business owner and local community volunteer. With the second cancellation of the Fair there is a big financial hole that the Fair Board needs to dig its way out of over time. The loss of the Fair is significant to hundreds of thousands of people in the community and local businesses. There is currently a lack of staff and finances to be able to rebuild and revive the Fair, especially this year and years to come. He is in the public sector and he thinks that the Board needs to be aware that at some point the fairgrounds needs help from the public sector to do what we all want to happen and that is to build the Fair bigger and better than ever. He explained that there needs to be more communication, cooperation and coordination. He suggested, as he has before, to consider moving the board meetings at a time that is more convenient for the public like 7 p.m. This would allow more public participation and for them to share their thoughts and ideas. There are other people like him that have resources, capabilities and experiences that are willing to help and get involved but are getting shut out. He asked again to consider moving the meeting time so the public is able to participate.

### V. Presentations - CBF Productions (Concerts in Your Car)

CEO Quaid introduced Vincenzo Giammanco, with CBF Productions, who has a presentation to the full Board.

Mr. Vincenzo briefly gave some background on CBF Productions and explained some details and successes of the Concerts in your Car events in 2020. He explained that there was one thing missing in 2020 which was a gourmet food and beverage experience. He presented his proposal of Surfer's Pint, which is a pop-up, family-friendly restaurant that would be located at the corner of the fairgrounds main parking lot, and explained some of the details.

This proposal was referred to the Operations Committee for further discussion on the details and then will come back to the full Board with a recommendation.

### VI. Approval of Minutes

A. February 23<sup>rd</sup>, 2021 Board Meeting

**MOTION:** To approve the February 23<sup>rd</sup>, 2021 Board Meeting minutes.

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

B. March 11<sup>th</sup>, 2021 Board Meeting

**MOTION:** To approve the March 11<sup>th</sup>, 2021 Board Meeting minutes.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Bradbury	X		
Director Long	X		
Director Lopez			
Director Morgan-Durisseau (Second)	X		
Director Weigel	X		
Vice President Lacayo (Motion)	X		
President Cornejo	X		

Director Lopez was not able to vote on both minutes because of technical difficulties.

CEO Quaid clarified that this last vote was to approve the minutes regarding the Special Meeting in regards to the Farm Credit loan. She received some concerns from a director to look into the liability for each director.

## **VII. Financial Report**

A. Financials ending February 28<sup>th</sup>, 2021

Mr. Yepez gave a report on the financials ending February 28<sup>th</sup>, 2021.

## **VIII. Old Business - None**

## **IX. Committee Reports - None**

## **X. Board Correspondence**

A. Memo from Mike Francesconi at California Dept. of Food and Agriculture, Fairs & Expositions: 2020 Statement of Operations

CEO Quaid explained that the STOP, which is a snapshot of what we did the prior year, is informational for the Board and is due to CDFA by May 3<sup>rd</sup>. She also explained that she received an email regarding the Form 700 and forwarded that to the directors that still need to turn it in.

## **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

**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 (Motion)	X		
Director Long	X		
Director Lopez			
Director Morgan-Durisseau	X		
Director Weigel	X		
Vice President Lacayo (Second)	X		
President Cornejo	X		

Director Lopez was not able to vote on the consent agenda because of technical difficulties.

## **XII. CEO Report**

- The beach lot has been open for parking for about 4 months now so we have been collecting that revenue. One of the civil service employees that was able to stay on is working the parking booth. Everyone's parking permit is pretty much expired at this point so we are going to start selling them April 1<sup>st</sup> which will bring in additional revenue.
- She participated in a zoom call in regards to the Shuttered Venue Operators Grant and originally you could only apply for that or the PPP, but it now has changed and you can apply for both. We will be applying for the PPP and working with a consultant on gathering all the information on the SVOG to see if we qualify for that.

There was a discussion regarding having in-person meetings again.

Director Cuevas joined the meeting.

## **XIII. President's Comments**

- She has been fully vaccinated and encouraged everyone to get their shots.
- Explained how proud she is of the fairgrounds for being an important hub during this time and of the relationship we have with the Office of Emergency Services.
- She reminded everyone to complete their Form 700's and turn them in as soon as possible.

## **XIV. Director's Comments**

Director Morgan-Durisseau

- She received her first dose of the vaccine and everything went fine and is looking forward to her second.
- Wants to start considering meeting in person.
- She looks forward to seeing everyone in person some day in the future.

Director Long

- Received his first shot yesterday and wasn't able to get it at the fairgrounds, but has heard nothing but positive things about the process.
- Mentioned that he ran into a neighbor who told him that ESPN wants to do a non-spectator, two day event in July.
- Commented that it was good to see everyone and hopes to see everyone in person soon.

#### Director Weigel

- Explained that having Mr. Toland and Mr. Giammanco, participation today has been a thoughtful discussion for the Board to use as a catalyst. The Board needs to find the right lane and start as soon as possible, with there being no Fair, and invite the community in. Mr. Giammanco is a good example at the revenue that can be raised here at the fairgrounds. As she gets deeply involved as a volunteer with 805AgKids and have heard from community stakeholders that they really do want to help.
- She would like to have a Livestock Committee Meeting. She is hearing from the livestock community that they don't know there isn't going to be a fair this year. She would like a press release from the Fair letting people know that the 805AgKids virtual auction is an option for the kids to continue the livestock component of the fair.
- Would like to see Megan Hook, who is the CEO for 805AgKids, come and give the Board an in-depth presentation so the Board really understands and is supportive.
- Explained that when Mr. Giammanco was talking about his proposal that time is of the essence and offered her help to keep things going.
- Concerned that when the Special Board Meeting minutes were being approved, CEO Quaid brought up that a director wanted CEO Quaid to take the loan up the ladder to Sacramento to determine what the board's liability is; she is concerned about delaying the process and taking any longer to approve the restructured loan. One question the livestock community has brought up is how we can take the Livestock venue and make it a revenue source.

#### Director Lacayo

- She has been fully vaccinated and is not anxious to be in large crowds again and is happy to keep doing the meetings via zoom.
- Completed and emailed her Form 700.

#### Director Bradbury

- Explained he has been fully vaccinated since January and had no problems. He received his shots as CMH, where he is on the board, and they have vaccinated thousands of people and recently reported that they have not had any problems.
- He was the director that was concerned about liability for the Farm Credit loan. This was the first time they were asked to sign guaranteeing the loan and he does not have that kind of money if we default. He would like that clarified first before signing and CEO Quaid has been very helpful in getting an answer.

- He would like to have a discussion on public outreach on a future agenda item.
- Happy to hear everyone is healthy, hope everyone stays that way and can't wait to see everyone in person soon.

Director Cuevas

- Apologized for being late.
- She has not been vaccinated yet, but her husband is scheduled for tomorrow and hopes she can squeeze in because it has been difficult to get an appointment.
- She is very excited about the proposal from CBF Productions and is in favor of that. She feels like it would be a good use of the area.
- Would like Marketing Committee or Board to start reviewing the marketing survey done in 2019 to see if the suggestions or top five actions observed can be utilized in 2022.
- Has not filed her Form 700 yet, but will try and get to it this week.

#### **XV. Future Agenda Items**

1. Review Surfer's Pint proposal – Operations Committee
2. Discussion regarding meeting times – Executive Committee
3. Public Participation
4. Presentation by Megan Hook
5. Foundation Update
6. Marketing Survey Review – Marketing Committee

#### **XVI. Adjourn**

The meeting was adjourned at 10:06 a.m.

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

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

Approved by: \_\_\_\_\_  
Leslie Cornejo, Board President