

46th District Agricultural Association  
Southern California Fair  
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(951) 657-4221

## **BOARD MEETING MINUTES**

January 20, 2021 • 4:00 PM

Zoom: <https://us02web.zoom.us/j/4105967704>

Toll Free Number: 1-669-900-6833

Meeting ID: 410 596 7704

All matters noticed on this agenda may be considered for action. Items listed on the agenda may be considered in any order at the discretion of the Board President. Any item not so noticed will not be considered or discussed.

**1) Call to Order**

Meeting called to order at 4:09pm by President Bruno

**2) Pledge of Allegiance**

Led by Vice-President Nick Bruno

**3) Roll Call**

Directors on Zoom: President Nick Bruno, Vice-President Marisa Yeager, Jaime Hurtado, Tricia Almiron, Brad Scott, Ron Magnuson, Cindy Palumbo, Gene Skala

**4) Absent Directors**

A motion and second is requested to excuse the absence of any Directors under this agenda item.

**5) Introduction of Guests**

Ken Alstott

Mike Francesconi – CDFA

Corey Oakley – Helm & Sons

Kelly Secord

Charlene McNaul – JR Livestock Committee/Perris FFA Advisor

**6) 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 on a future meeting agenda.

**7) Closed Session Personnel Matter – Interim CEO Compensation and Terms of Employment**

**8) Reconvene Open Session** Report of any action taken during Closed Session  
President Nick Bruno reported no reportable action at 4:31pm

**9) New Business**

- a) Nominations Committee Recommendation and Vote for 2021 Board Officers
- 1) Chair
  - 2) Vice-Chair
  - 3) Secretary

Motion to approve Marisa Yeager as President, Nick Bruno as Vice President and Cindy Palumbo as Secretary was made by Director Magnuson.

Motion Seconded by Director Skala.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Director Almiron – I, Director Palumbo – I, Director Hurtado – I, Vice President Yeager – I, President Bruno – I

b) Financials

- 1) Statement of Net Position
- 2) Summary of Operations
- 3) Budget Update/Cash Budget Projections
- 4) Action Item: Motion to request Board permission to increase bad debt allowance

Motion to approve an increase to bad debt allowance by \$65,321.89 was made by Director Magnuson

Motion Seconded by Director Skala.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Director Hurtado – I, Director Almiron – I, Director Palumbo – I, Vice President Yeager – I, President Bruno – I

c) Approve Contracts – Renters Committee

- 1) Interim CEO

Motion to approve CEO contract made by Vice President Yeager.

Motion seconded by Director Magnuson.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Director Hurtado – I, Director Almiron – I, Director Palumbo – I, Vice President Yeager – I, President Bruno – I

- 2) Harley Davidson for 2021  
Motion to approve Harley Davidson contract for 2021 made by Director Scott.

Motion was seconded by Director Almiron.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Vice President Yeager – I, Director Almiron – I, Director Palumbo – I, Director Hurtado – I, President Bruno – I

- 3) F-31 Contract with Helms and Sons – month to month, in-kind trade **tabled till next meeting**  
4) County COVID Testing extension **tabled till next meeting**

d) Approve Policies

- 1) Policy Approval – Motion to approve credit card charges to customers (convenience fee)  
2) Policy Approval – Motion to approve policy to not to accept checks within a month of an event (including admissions and/or fair pre-sale)  
3) Policy Approval – Motion to cash out still exhibit premiums at end of annual fairs and eliminate practice of check pay-outs

Motion to approve Item d 1-3 made by Vice President Yeager.

Motion was seconded by Director Scott.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Vice President Yeager – I, Director Almiron – I, Director Palumbo – I, Director Hurtado – I, President Bruno – I

**10) Consent Calendar**

All matters listed are considered by the Board to be routine and will be approved in one motion unless Directors request a specific item be considered separately.

- a) December 2020 Meeting Minutes  
Motion to approve made by Director Skala.

Motion was seconded by Director Scott.

Motion unanimously approved. Motion carried.

Voting Directors: Director Skala – I, Director, Magnuson – I, Director Scott – I, Vice President Yeager – I, Director Almiron – I, Director Palumbo – I, Director Hurtado – I, President Bruno – I

**11) Correspondence**

<u>Date</u>	<u>Received from</u>	<u>Subject</u>
January 2021	Notice from CDFA	February 11, 2021 Bagley Keen Act training for Board Members
January 2021	Notice from CDFA	Required training for Board Members
January 2021	County of Riverside	Environmental Hazardous Waste Inspection for February 11, 2021
January 2021	CDFA – Ken	State Rules for California State Fairs for 2021
January 2021	SCO	Collecting post-employment contribution information

**12) Informational Items**

- a) Update on Loan Balances
  - 1) Community Building \$139,691.67 \$124,046.00
  - 2) Admin Office \$43,235.13 \$98,393.00
  
- b) Interim CEO Report
  - 1) Day to Day Operations Update – new bank account due to fees, Verizon phones cancelled due non usage, Adorn owed due to deferred payments, maintenance yard review with Bill and Helms, gate locks to be changed to combo locks, ticket booth needs plexy glass, audits, six month plan in February.
  - 2) COVID 19 Update
  - 3) DWR Status – Mike Francesconi legal provided edit for the contract right of way. Consultant working with Fair to access vendors with contracts.
  
- c) California Construction Authority Update on [Identify Project(s)] – **TBD**  
 Vice President Yeager – Derby Room still owes updates of their plans to CalFire. CCA has been assisting.  
 Director Almiron – are they able to open with complying with CalFire?

Ken Alstott – They have to submit for the event and they have to provide a Riverside County Public Health Department showing the protocols showing it was signed off by them. Still need a back check for CCA.

Vice President Yeager – we requested a Facilities Review from CCA and was done in December 30, 2020 and are waiting on the report.

Ken Alstott – a roofing company looked at the maintenance building, administration building and sports pavilion and they all need roofs redone. Cost estimates were forwarded to CCA for review.

**13) Directors' Comments** (Informational – No deliberation/action)

**14) Important 2021 Dates** Board Meetings are held on the third Wednesday of the month at 4:00 pm unless otherwise specified.

February 17, 2021

March 17, 2021

April 21, 2021

May 19, 2021

June 16, 2021

July 21, 2021

August 18, 2021

September 15, 2021

October TBD Annual Fair

November 17, 2021

December 15, 2021

**17) Adjournment**

Meeting adjourned at 5:37pm by President Bruno

**Americans With Disabilities Act**

Any person needing a disability related accommodation or modification in order to attend this Board meeting may request assistance by contacting Alicia at the Southern California Fair Office at (951) 657-4221.