

**PLACER COUNTY FAIR ASSOCIATION
800 ALL AMERICA CITY BOULEVARD
ROSEVILLE, CA 95678**

MINUTES

Board of Directors Meeting

August 24, 2004

6:00 p.m.

Members Present: Bickford, Fancher, Gray, Henry, Kennedy, Lucich, Lunsford, Pierce

Others Present: Interim CEO Carlene Moore, AA Heather Belford, and David Mackowiak

I. CALL TO ORDER

Interim CEO Moore verified the legal meeting notice requirements were met. Following the roll call, President Fancher determined that there was a quorum and the meeting was called to order at 6:00 p.m.

II. CLOSED SESSION-PURSUANT TO SECTION 54957.6 OF THE GOVERNMENT CODE

The Board adjourned to closed session and the public was asked to leave.

III. NEW BUSINESS

A. Closed Session Report

Upon completion of the closed session, President Fancher reported that the Board met, interviewed candidates for the CEO position, no appointments were made and directions were given to the Human Resource Consultant.

IV. INTRODUCTIONS

No members of the public were present.

V. ACTION ON BOARD MEMBERS ABSENT AT THE LAST MEETING

No members of the Board were absent at the July Board Meeting.

VI. CONSENT AGENDA

Director Gray moved, Director Kennedy seconded, and motion carried to approve the July meeting minutes and August agenda as mailed.

VII. FINANCIAL REPORTS

Management explained several payables including payments to Pepsi for the fairtime soda, which is sold by the Fair to vendors, Placer County Child Support Services for a previous employee's child support withholding, and American Express for various items. Director Henry requested that when several account numbers are used to pay a vendor, that each account number and its respective amount and explanation be listed. He also noted that he would be in next week to review the American Express payments.

Following the discussion about the payables, Director Henry went on to review the Budget Comparison, Balance Sheet, and Summary Trial Balance. Director Henry requested that the Thunder Valley Casino Sponsorship be broken out separately so that it is easier to compare last year's speedway sponsorships with this year's. Director Henry also requested clarification on what is involved in the Attendance Operations accounts and Interim CEO Moore explained that it includes payments to the Sheriff Department and Police Department for security hours at the fair and that the increase in hours of the fair were not accounted for when the budget was completed last year.

Director Henry moved, Director Gray seconded and motion carried to approve the July financials as mailed.

VIII. COMMITTEE REPORTS

Premium Book

No meeting to report.

Policy & By-Laws

No meeting to report.

Entertainment

No meeting to report.

Buildings & Grounds

In the absence of committee chairperson Cooper, Interim CEO Moore reported that the Buildings and Grounds committee met to discuss the location of the building pad for the Administration Building as well as the first version of the conceptual master plan for the Mahan lawn area. The committee has made several requests regarding the plan and Interim CEO Moore will convey those to the architect at California Construction Authority.

Race

Director Lunsford reported on their meeting of August 6, at which the committee discussed the Speedway Concession RFP, Spectator Racing Series, addition of an Enduro on September 25, Kids Club enhancement, approval of car sponsor activities in the grandstand, and a truck-racing proposal.

The committee would like to issue the Concession RFP on October 1. The RFP has stipulations regarding food quality and would offer the opportunity for a multi-year contract. Director Lunsford briefly explained the Spectator Racing Series in which participants will compete in qualifying and main events, as well as special practice days. SRS pays AAS \$2,000 per race night at the start of the season and SRS does all the work as far as selling races and providing vehicles, safety gear, and storage facilities. AAS has to provide the place to race and a location for the storage containers. The committee recommends adding an Open Bomber show and Enduro on September 25 for the final race. The Kids Club Program is working well after some slight modifications. The committee also discussed the fact that car sponsors were giving away things in the grandstands without being a sponsor of the track. The committee requested that car sponsors seek management approval prior to doing any sort of giveaways. A truck-racing proposal was sent to the committee, and they recommend declining the offer.

Director Gray moved, Director Kennedy seconded and motion carried to approve the race committee's recommendations.

Hospitality

No meeting to report.

Complaint

No meeting to report.

Executive

The Executive Committee met on August 6 to discuss the August Board Meeting and the 2004 Fair, specifically involving areas where temporary or contracted employees were involved.

IX. CORRESPONDENCE

The Board acknowledged the AB 2074 letter of support sent to the Governor's Office, thank you letter from Diane Shannon for the school packets, F&E letter regarding Pathway Electric Vehicles, CFA open forum notification, WFA Open House invitation, WFA CPR report, and CCA UST Remediation.

X. MANAGEMENT REPORT

Interim CEO Moore reported that she contacted Sinclair Wilson regarding collection on the Texeria Case. Mr. Sinclair acknowledged that he had let it sit idle but will again pursue means toward collection.

Interim CEO Moore also reported that there was a trip and fall accident during the fair that is being reviewed by CFSA. The woman involved broke her ankle and her lawyer has contacted us. No incident reports were submitted to the Office during or after the Fair.

She also reported that Engine 2252 is scheduled to be moved on or before October 15. Some minor work needs to be done before the relocation of the engine and the City has already started work on preparing it for the move.

Interim CEO Moore reported that Maintenance has expressed concern over their workload and their inability to take care of the landscaping. With many upcoming rentals it is important to keep the grounds in beautiful condition, not just during the fair, but year round. She requested permission to hire a temporary maintenance person that has the sole duty of cleaning up the landscaping and maintaining it. Director Gray moved, Director Lunsford seconded and motion carried to authorize Interim CEO Moore to hire a 60-day, part time maintenance person for the purpose of maintaining the landscaping.

XI. PRESIDENT'S REPORT

President Fancher had nothing to report.

XII. OLD BUSINESS

A. Administration Building Project Update

1. Interim CEO Moore presented a proposal from Troy Scott Custom Grading to grade a pad for the patio for \$1,500. Director Gray moved, Director Lunsford seconded and motion carried to approve the proposal.
2. Interim CEO informed the Board that a conceptual master plan for the Mahan Lawn area had been delivered by CCA but it was missing a lot of key components that had been previously discussed. A new set of plans should be ready by the September Board Meeting for review.

XII. NEW BUSINESS

A. Approval of Interim, Equipment, Commercial Exhibit, Concession, Judging, Standard Service, and Entertainment Agreements entered into in July 2004

Director Henry moved, Director Bickford seconded, and motion carried to approve the list of Agreements entered into in July 2004.

B. Set date for Fair Appreciation Dinner

This item has been postponed until the September Board Meeting.

C. Schedule board retreat for long range planning

This item has been postponed until the September Board Meeting

D. Approval of Directors Kennedy and Fancher reimbursement requests

Director Henry moved, Director Bickford seconded and motion carried to approve Directors Kennedy and Fancher reimbursement requests for the State Pageant VIP Party, presentation, and finals.

XIV. DIRECTORS COMMENTS

Director Gray reported that he and the Mayor of Roseville have a meeting with a gentleman who lives off of Lawton regarding the Fairgrounds. He will report back to the Board at the September meeting.

XV. ADJOURNMENT

The meeting adjourned at 9:30 p.m.

CERTIFIED TO BE A TRUE AND CORRECT COPY.

Carlene Moore
Interim CEO

Date