

REGULAR MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD

October 26, 2011

ROLL CALL

Chairperson Hughes calls the meeting of the Plumas-Sierra County Fair Board of Directors to order at 5:27 p.m. in the Mineral Building at the Plumas-Sierra County Fair Grounds. Directors Abbott, Chance, Hughes, Johnson, Neer, and Olson were present. Directors Butterfield, Goss, Joyce, and Viscarra are absent and excused. Fair Manager John Steffanic is present. Administrative Assistant Willo Vieira is present.

APPROVAL OF THE AGENDA

Director Abbott makes a motion to approve the amended agenda for October 26, 2011. Motion seconded by Director Johnson, motion carried unanimously.

APPROVAL OF THE MINUTES

September 28, 2011

A motion was made by Director Abbott to approve the minutes of the September 28, 2011. Motion seconded by Director Chance. Motion carried unanimously.

INTRODUCTION OF THE PUBLIC

Lori Simpson, Supervisor District 4; Terry Swofford, Supervisor District 1; Tyler Strahl, guest of Director Chance; and Kathy Tedford, Fair Fiscal Technician.

PUBLIC COMMENT

Director Chance introduced Mr. Tyler Strahl who will be volunteering at the Fairgrounds. He will be assisting on the grounds and with community connections.

CORRESPONDENCE

No correspondence for this meeting.

MANAGER'S REPORT

Financial Report

As the financial reports were mailed in advance, Manager Steffanic asked if there were any questions regarding this month's financial report. There were no questions from the Directors.

State Reporting Update

Manager Steffanic reported that even though we are not receiving money from the state we still need to submit all of our state reports including the STOP report. Due to updated information the fixed asset line is still being adjusted slightly even though the fixed asset list is very accurate and current. A copy of the STOP report will be e-mailed to the Board upon completion.

The State Budget still needs to be turned in. It was delayed due to the delay in the approval of the County Budget. Director Hughes inquired about the annual state audit. Manager

Steffanic agreed that we usually have one but this year, due to the budget cuts, the State will not be auditing us and will accept the County's audit instead.

Exhibit Guide Meeting

Manager Steffanic reported in the October 8 Exhibit Guide Meeting. A lot of ground was covered at the meeting. Director Neer reported that the Range Cattle divisions were removed. Another meeting will be held November 19 at 9 am.

County Volunteer Policy

In regards to the County's new volunteer policy, Manager Steffanic reported that Ms. Gayla Trumbo of Human Resources was working on questions including whether the Fair Board falls under the realm of the policy. Manager Steffanic is also looking to discuss the matter with County Counsel.

COMMITTEE REPORTS

No committee reports were given.

DIRECTOR'S REPORTS

Director Olson –

Director Olson reported that all of the Range Cattle divisions had been removed from the Exhibit Guide and that the Jr. Breeding Beef Divisions were moved back to the 4-H/FFA Beef Division.

OLD BUSINESS

A. Director Assignments

Manager Steffanic highlighted some areas of specific need including specific jobs during the fair, office assistance before and during the fair, fundraising and sponsorship, and camping. Director Chance expressed an interest in assisting with the camping both during the fair and year-round.

B. Fair Camping Rates

In order to raise camping rates a methodology must be presented to the Board of Supervisors. The Interim Committee will meet to discuss and work on the methodology for raising camping rates.

C. Fair Theme

After the presentation and discussion of several fair themes, Director Abbott made a motion for "Magic of Country Living" to be the Fair theme for 2012. Director Neer seconded the motion and it passed unanimously.

NEW BUSINESS

A. Holiday Meeting Dates

Director Neer makes a motion to cancel the regularly scheduled November 2011 meeting and to meet on December 14, 2011 at 4:00 pm. Director Johnson seconds the motion and the motion is carried unanimously.

B. East Quincy Services District water line

Chairperson Hughes who also serves on the East Quincy Services District board, extended an invitation to his fellow directors to attend the meeting of the East Quincy Services District at 6:30 pm. The discussion would be centered on the contractor who installed the water line, part of which goes through the Fairgrounds, and their performance.

ANNOUNCEMENTS

Director Johnson wished to thank Manager Steffanic for coming to the Chester –Lake Almanor 4-H Club and getting everyone excited about attending the Fair..

Adjourn

A motion to adjourn is made by Director Abbott and seconded by Director Chance. Motion is carried unanimously. The Regular meeting of the Plumas-Sierra County Fair Board will be held on December 14, 2011 at 4:00 pm in the Mineral Building at the Plumas-Sierra County Fairgrounds. Meeting adjourned at 7:26:17 pm.

I, WILLO VIEIRA, DO HEREBY CERTIFY THAT THESE MINUTES OF THE OCTOBER 26, 2011 MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD OF DIRECTORS ARE ACCURATE AS RECORDED.

Willo Vieira
Administrative Assistant

John Steffanic
Fair Manager

Howard Hughes, Chairperson
Plumas-Sierra County Fair Board