

**REGULAR MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD**  
**October 27, 2010**

**ROLL CALL**

Chairperson Olson calls the meeting of the Plumas-Sierra County Fair Board of Directors to order at 5:00 p.m. in the Mineral Building at the Plumas-Sierra County Fair Grounds. Directors Abbott, Chance, Neer, Olson, and Viscarra are present. Directors Goss, Hughes and Johnson are absent. Fair manager John Steffanic is present. Administrative Assistant Willo Vieira is present.

**APPROVAL OF THE AGENDA**

Director Abbott makes motion to approve the agenda for October 27, 2010. Motion seconded by Director Chance, motion carried unanimously.

**APPROVAL OF THE MINUTES**

September 22, 2010

Motion is made by Director Neer to approve the minutes of the September 22, 2010 meeting. Motion seconded by Director Abbott. Motion carried unanimously.

**INTRODUCTION OF THE PUBLIC**

Kathy Tedford, Fair Fiscal Officer; Mona Hill, Feather River Publishing.

**PUBLIC COMMENT**

None Given

**CORRESPONDENCE**

- Manager Steffanic shared e-mail correspondence regarding the possibility of obtaining the Budweiser Clydesdale Hitch. Lassen Beverage, Budweiser distributor, are looking into securing the team for the 2011 Plumas-Sierra County Fair.

**MANAGER'S REPORT**

Melodie Bennett –

Ms. Bennett contacted Manager Steffanic regarding a landscape/architecture project for the fairgrounds. She would be making a presentation to the Fair Board if the project is approved by her instructors at Cal Poly.

Fair Planning –

Manager Steffanic has been working on various grounds acts including trial bikes and a racing barnyard.

Reno Pops Orchestra –

Manager Steffanic has been in contact with Jane Brown of the Reno Pops Orchestra. They do a Wild West Show that would fit in with our Fair. The Reno Pops Orchestra usually only requires transport and a meal. The Directors expressed an interest in having them come to the Fair.

Financials-

Manager Steffanic presented several different formats of the financial information for the Board to discuss and provide staff direction. Kathy Tedford, Fair Fiscal Officer, said that the various formats were attempts to form a “bridge” between the County’s Pentamation program and the Fair’s Quick Books program. The “bridge” is needed as the County’s Pentamation program is not always up-to-date as to where the fair actually stands. After reviewing all of the information presented the Board requested to have the reports from Quick Books and the budget report generated by the Fair Fiscal Officer.

State Auditor-

The auditor from Fairs and Expositions has been here this week reviewing the Fair’s fiscal procedures. The auditor has been a major help and has provided us with a great deal of information.

### **DIRECTOR’S REPORTS**

None given.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### A. Fair Board Meeting Dates

After a brief discussion Director Abbott made a motion to hold a November/December meeting of the Plumas-Sierra County Fair Board on December 8, 2010 at either 4:00 or 5:00 pm. Motion was seconded by Director Chance and was passed unanimously. Fair staff is directed to contact Directors not in attendance to make a final decision on the time.

#### B. Livestock Liability Insurance

Manager Steffanic presented a letter from California Fair Services Authority regarding the possibility of requiring all livestock exhibitors to carry liability insurance. This letter was presented as information only.

#### C. Livestock Judges Information

Director Viscarra made an informational presentation regarding the carcass contest data that is collected each year that could be made available to a market livestock judge. Director Abbott made a motion to provide by animal ear tag number the rate of gain, loin eye measurement, and animal birth date to the judge upon request. The judge will be notified of the availability of the information. The motion was seconded by Director Chance and was passed unanimously.

#### D. Fair Theme

Various possible Fair Themes were presented and discussed. The item was tabled until the December 8, 2010 Board Meeting. Chairperson Olson encouraged fellow directors to bring theme ideas that are positive and action like for discussion.

#### E. Policy Manual

Director Abbott made a motion to accept the Plumas-Sierra County Fair Policy and Procedures Manual as corrected. Director Neer seconded the motion and it was passed unanimously.

**F. Memorandum of Understanding**

Fair Board Directors were encouraged to discuss the Memorandum of Understanding between the Plumas-Sierra County Fair Board and the Plumas County Board of Supervisors with their appointing Supervisor. Item was tabled for future discussion.

**ANNOUNCEMENTS**

Manager Steffanic announced that he is exploring a Concert Pianist Series to be held in January or February, and partnering with Plumas Arts for a Labor Day Film Festival.

Exhibit Guide Meeting November 6, 2010 at 9:00 am

**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 8, 2010 at 4:00 or 5:00 pm in the Mineral Building at the Plumas-Sierra County Fairgrounds. Meeting adjourned at 6:40 pm.

I, WILLO VIEIRA, DO HEREBY CERTIFY THAT THESE MINUTES OF THE OCTOBER 27, 2010 MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD OF DIRECTORS ARE ACCURATE AS RECORDED.

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Willo Vieira  
Administrative Assistant

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John Steffanic  
Fair Manager

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Thelma Olson, Chairperson  
Plumas-Sierra County Fair Board