

**REGULAR MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD**  
**January 28, 2009**

**ROLL CALL**

Vice Chairperson Olson calls the meeting of the Plumas-Sierra County Fair Board of Directors to order at 4:22 p.m. in the Mineral Building at the Plumas-Sierra County Fair Grounds. Directors Abbott, Johnson, Olson, Radtke, and Viscarra are present. Directors Hughes and Neer are absent and excused. Director Goss is absent. Interim Fair manager Bill Powers is present. Maintenance Supervisor Oran Morrison is present. Administrative Assistant Willo Vieira is present. Fiscal Assistant Jodi Smith is present. Following roll call Director Dr. Abbott introduces himself and gives a brief presentation on his background.

**APPROVAL OF THE AGENDA**

Vice Chairperson Olson requests to amend the agenda to correct the date of 1/14/09 to 1/28/09.

Director Radtke, seconded by Director Johnson, makes motion to approve the amended agenda for January 28, 2009. Motion carried unanimously.

**APPROVAL OF THE MINUTES**

November 19, 2008

Motion is made by Director Johnson to approve the minutes of the November 19, 2008 regular meeting seconded by Director Viscarra. Motion carried unanimously.

November 25, 2008

Motion is made by Director Radtke to approve the minutes of the November 25, 2008 special meeting seconded by Director Viscarra. Motion carried unanimously.

January 21, 2009

Motion is made by Director Johnson to approve the minutes of the January 21, 2009 special meeting seconded by Director Radtke. Motion carried unanimously.

**INTRODUCTION OF THE PUBLIC**

The public introduces themselves. Nancy Gambrel, Past Sweetheart; Susan Taylor, Fair Industry Specialist; Leslie Wall, Community Connection; Janine, Children's Fair; Les Ellis, Sierra Park; Lori Simpson, Supervisor District 3; Caron Chance, Back Door Catering; Rose Buzzetta, Plumas County Horseman's Association; Judi Lambert, Plumas County Horseman's Association; Karen Gimbel, Plumas County Horseman's Association; Marilyn West, Plumas County Horseman's Association; John Weddle, and Jon Kennedy.

**PUBLIC COMMENT**

Supervisor Lori Simpson queries whether the Fair Board wishes to stay at thirteen Board members or if they wished to have one member per district. Ms. Simpson felt that it would be in the interest of the Fair Board to have a full thirteen Board members. Supervisor Simpson also expressed concern over the Fair Board establishing a quorum for their posted meetings. Vice Chairperson Olson said that the Fair Board wishes to stay at thirteen as there is a lot of work to be done and that the new Policy Manual will reflect a quorum will be five (5) Fair Board members or a majority of the seated Fair Board members which ever less is. Supervisor Simpson requests a copy of the proposed Policy Manual.

## **CORRESPONDENCE**

Letter from Steve Bernal regarding the continuation of the Gold Run is read into the record.

Letter of thanks from Gloria Boland, Eta Alpha Chapter, is read into the record.

Letter from Terry Swofford regarding his resignation from the Plumas-Sierra County Fair Board is read into the record. Vice Chairperson Olson states that the Board accepts the resignation of Director Swofford. Vice Chairperson Olson also requests that a letter thanking Mr. Swofford for his service on the Fair Board be drawn up for signature.

## **OLD BUSINESS**

### **A. American Valley Speedway**

Interim Fair Manager Powers informs the Board that the contract is signed and in place. The Board requests that they be provided with a copy of the finalized document.

### **B. Junior Livestock Boarding**

Leslie Froggatt is unable to attend the meeting but provides the Board with a sample contract for the Junior Livestock Boarders to agree to. After reviewing the document the Fair Board recommends that the document be corrected and reflect that Boarders be required to remove all trash from the grounds on a daily basis. The Fair Board also instructed that Fair Staff go over the contract with each Junior Livestock Boarder and that the privilege be extended to only market livestock exhibitors. All 4-H and FFA market livestock exhibitors are to be notified through either the Cloverleaf or through their FFA Instructor.

### **C. Policy Manual**

Interim Manager Powers forwarded the old Policy Manual to the County Counsel and Board of Supervisors for review. The Board of Supervisors Secretary responded that the document received had already been approved by the Board of Supervisors. Interim Manager Powers plans to place the new Policy Manual on the Board of Supervisors consent agenda for approval.

### **D. Memorandum of Understanding**

Interim Manager Powers forwarded the old Memorandum of Understanding to the County Counsel and Board of Supervisors for review. The Board of Supervisors Secretary responded that the document received had already been approved by the Board of Supervisors. Interim Manager Powers plans to place the new Memorandum of Understanding on the Board of Supervisors consent agenda for approval.

Director Goss arrives at 4:45 pm.

## **NEW BUSINESS**

### **A. Community Connection**

Leslie Wall, Community Connections Coordinator, makes a detailed presentation and passes out literature to the Board on the time banking program offered by Community Connection through Plumas Rural Services. All participants are background checked for the safety of all. The Fair can join for a business sponsorship of \$120.00. Director Viscarra inquires about

liability protection for the Fair. Ms. Wall states that all participants are covered under Plumas Rural Services liability. Interim Fair Manager Powers is requested to follow up on the program.

### **B. Rate Reduction Request – Children’s Fair**

Janine, Coordinator of Plumas Children’s Council, presents a request for a reduction in the rates of grounds rental for the Children’s Fair as they no longer have a sponsor for the program. The request is to rent the Carnival Lawn, Old Town Booths, Mineral Building and Promenade for \$500.00. The Fair Board would like to see some kind of “in kind” agreement worked out for the rate reduction. The Fair Board instructs Interim Manager Powers to work with Ms. Janine.

Director Neer arrives at 4:55 pm

### **C. Plumas County Railroad**

Presenter Scott Lawson of the Plumas County Museum is unable to attend today’s meeting and requests to be placed on the February 25, 2009 agenda.

### **D. Fair Planning**

Administrative Assistant Vieira requests the assistance of the Board in choosing food contracts for the fair. General discussion follows over whether to wait for the new fair manager to be seated before making final decisions or to go ahead and book vendors. The general consensus of the Board is to go ahead and extend contracts to the vendors. The Board would like to have vendors that reflect the daily themes of the Fair.

Nancy Gambrel presents her efforts on reaching the past Sweethearts. Ms. Gambrel expressed a desire that the Sweethearts be able to help the fair and how the fair could “showcase” them through special events or a float in the parade. She also introduced the idea that each high school or community could submit a teenage ambassador for the fair. The Fairboard expressed a desire to present the Sweethearts on Friday or Saturday night of the Fair as well as at the parade. Director Goss offers the use of a wagon and team for the presentations of the Sweethearts. The Fair Board also expressed a desire to have the luncheon for the Sweethearts.

### **E. Susan Taylor**

Ms. Susan Taylor presented her menu of fair services that would be available for the fair. Ms. Taylor went over a list of some of the entertainers that she has contacted and the deals that they have offered. Director Johnson feels that it would be good to have someone take over from her to book the acts for the fair. Director Olson desires to have a professional, Ms. Taylor, to do the data entry work during the fair. The Fair Board would also like to be able to contract with Ms. Taylor for Fair consulting. A motion is made by Director Neer to enter into a contract with Ms. Susan Taylor to provide the with computer entry services at \$3,500.00, entertainment booking at \$2,200.00 and consulting services, as needed, at \$20.00 per hour. Director Viscarra seconds the motion and it is passed unanimously.

### **F. Election of Officers**

Vice Chairperson Olson opens the nominations for Chairperson of the Plumas-Sierra County Fairboard. Director Viscarra nominates Director Olson for the position of Chairperson. There are no other nominations. An oral vote is taken and Director Olson is unanimously elected as

Chairperson. Nominations for Vice Chairperson are opened by Chairperson Olson. Director Johnson is nominated and is unanimously elected by oral vote.

## **STAFF REPORTS**

### **Interim Manager's Report**

Mr. Powers reported on the WFA Convention including the seminars he attended on grant writing and "greening" the fair. The fair has entered into an agreement of understanding with the Recreation District letting them take on all of the responsibilities of using the Serpilio Hall for recreation which satisfies the Prop 40 provisions. Mr. Powers is also working on rewriting the contracts for the rental of the grounds. Several ideas were presented to involve the community in the repair and beautification of the Fairgrounds. Mr. Powers presented a "Music Meltdown" and a "Meal in a Hour" as community involvement ideas for the Fair. Director Olson expressed a desire to increase recycling at the fair. Maintenance Supervisor Morrison would like to see a community service group take over the recycling program for the fair.

Mr. Powers introduces Ms. Jodie Smith as the recently hired Fiscal and Technical Assistant. She is hired as a 60 day temporary employee which is the only way the county is hiring.

Ms. Rose Buzzetta is recognized by Chairperson Olson. Ms. Buzzetta inquired as to whether the SPI Pavilion would be available for equestrian use or not. Mr. Powers requests that Ms. Buzzetta call back on Friday for a final answer. Mr. Powers also states that exploration of options is taking place for the footing of the main arena.

### **Maintenance Supervisor's Report**

Mr. Morrison reported that with the help of the CCC crews the Floriculture teardown was completed in 2 days. The Rotary club has had the wood donated by SPI and will volunteer labor. We will need to supply electrical and paint. Director Viscarra expresses a desire that the area be better lit for public safety.

Director Johnson would like to see a greater involvement of service groups for the fair. Director Viscarra could like to see a list of projects that could be presented to the service groups.

State safety inspectors will be coming in February to review our grounds, IPP and safety policies.

### **Administrative Assistant's Report**

Ms. Vieira reports on a possible grant from Coca Cola regarding free recycling bins for the fair. Wilton cakes is still offering their incentive awards for the cake decorating divisions and the application has been submitted for this year's fair. Ms. Vieira reports that the Exhibit Guide is progressing with building supervisors working on their parts of the guide and Jane Roberti is working on the rest.

### **Fiscal and Technical Assistant's Report**

Ms. Jodi Smith introduced herself and provided a brief presentation of her background. Ms. Smith has reviewed the Auditor's Exit report and has isolated a few simple accounting problems that will be rectified. She has also established two databases for the tracking of the fixed assets and state funding. Ms. Smith also presented the board with the fiscal year to date account information.

## **REPORTS**

### **Directors Reports**

Director Goss - None

Director Hughes – None

Director Johnson- None

Director Neer – None

Director Olson - None

Director Radtke – None

Director Viscarra announced that she was able to secure a surplus time clock from the hospital to be used at the fairgrounds.

### **Committee Reports**

No Committee reports were presented

Discussion ensued on the various committees. The selection of committee members for 2009 will be addressed at the February 25<sup>th</sup> Board meeting.

Director Viscarra cites a need for another Fair Planning meeting to work on details. The Board decides on meeting on February 9, 2009 to further discuss the details of the 150<sup>th</sup> Fair.

### **Adjourn**

A motion to adjourn is made by Director Johnson and seconded by Director Neer. Motion is carried unanimously. A special meeting of the Plumas-Sierra County Fair Board of Directors will be held on February 9, 2009 at 2:30 pm in the Mineral Building and the Regular meeting of the Plumas-Sierra County Fair Board will be held on February 25, 2009 at 4:00 pm in the Mineral Building at the Plumas-Sierra County Fairgrounds. Meeting adjourned at 6:37 pm.

I, WILLO VIEIRA, DO HEREBY CERTIFY THAT THESE MINUTES OF THE JANUARY 28, 2009 MEETING OF THE PLUMAS-SIERRA COUNTY FAIR BOARD OF DIRECTORS ARE ACCURATE AS RECORDED.

---

Willo Vieira  
Administrative Assistant

---

Bill Powers  
Interim Fair Manager

---

Thelma Olson, Chairperson  
Plumas-Sierra County Fair Board