

Board of Directors Meeting Minutes

Ventura County Fairgrounds
31st District Agricultural Association - 10 W. Harbor Blvd. - Ventura, CA 93001 - (805) 648-3376
Website: venturacountyfair.org Contact: Barbara Quaid, CEO

Tuesday, May 24th, 2022 at 9:00 a.m.
Santa Rosa Hall at the Ventura Fairgrounds

I. Call to Order

Roll Call

Declaration of Recusal or Conflict of Interest

The meeting convened at 9:04 a.m. and called to order by President Lacayo.

Directors present: President, Leah Lacayo, Leslie Cornejo, M. Cecilia Cuevas, Daniel Long and Shanté Morgan-Carter.

Absent: Vice President, Armando Lopez and Michael Bradbury

Staff present: Barbara Quaid, CEO, James Lockwood, Publicity and Marketing Manager, Jason Amelio, Sales Manager, Cristian Yepez, Accounting Dept. and Heidi Ortiz, Executive Assistant.

Guests Present: Karen Peters and Lou Cunningham.

There were no conflicts of interest with any of the Board members that were present.

II. Pledge of Allegiance

Director Long led all present in the Pledge of Allegiance.

III. Welcome and Introductions of Guests and Staff

Invitation for the public to introduce themselves (not mandatory)

IV. 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 for a future meeting.

Karen Peters – explained that she is the Co-Chapter Leader of the Ventura County Chapter of the Brady United and welcomed everyone back. She made the announcement that June is National Gun Violence Awareness month where everyone wears orange to make note of the disasters in our country. She mentioned that she saw a gun show coming up in August and was curious if there would be a vote and if the board got Mr. Cady's report on the last one. She stated that AB 1769 and SB 915 will be voted on in the respective houses which are the bills about gun shows and she hopes they pass.

V. CEO Report

- There is a list of confirmed sponsors and Mr. Lieberman is still contacting other companies.

- Concessions is going strong and Ms. Johnson expects to have all her contracts done by June 1st and then she can start going through the list of applicants that are on the waiting list and fill in where needed.
- Bidding has been hard this year because they are all coming in much higher.
- There have been about 30 grounds entertainment acts booked and we are looking at a few more. Ms. Fatland with Viking Agency has contacted all the dance groups and has been working on the schedule.
- We are having trouble with park and ride because we don't have the number of lots that we've had in years past. The PAC in Oxnard is a lot we lost so we have been searching for a replacement in Oxnard.
- All entries are online this year, which is a huge step this year.
- We will have a Thank You event after the Fair instead of before.
- There will be pop-up round table events for people to come and learn how to be a volunteer at the Fair.
- Read and ride will be online and they will all have to read 4 books to get 6 tickets. Instead of mailing the tickets they will be picked up at the main office.
- We have gotten applications for the carnival: food, games and rides. We are still doing an independent carnival this year and there will be a couple of new and past operators.
- We are hiring and anyone interested in working is encouraged to go online under employment opportunities and apply.

VI. Approval of Minutes

A. March 22nd, 2022 Board Meeting

MOTION: To approve the March 22nd, 2022 Board Meeting minutes.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Cornejo (Second)	X		
Director Cuevas	X		
Director Long (Motion)	X		
Director Morgan-Carter	X		
President Lacayo	X		

B. March 25th, 2022 Closed Session Board Meeting

MOTION: To approve the March 25th, 2022 Closed Session Board Meeting minutes.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Cornejo	X		
Director Cuevas	X		
Director Long (Second)	X		
Director Morgan-Carter (Motion)	X		
President Lacayo	X		

VI. Financial Report

A. 2021 Statement of Operations

Mr. Yepez conducted a power point presentation of the 2021 Statement of Operations.

B. Financials ending March 31st, 2022

Mr. Yepez gave a report on the financials ending March 31st, 2022

C. Financials ending April 30th, 2022

Mr. Yepez gave a report on the financials ending April 30th, 2022

VIII. Committee Reports

A. Livestock Committee Meeting April 14th, 2022 – Leslie Cornejo, Chair

- There was a lot covered so everyone is aware of what is going to happen and they will know what to expect.
- The committee and the department are trying not to change too much since the 2019 Fair so everyone is familiar with the way things were. There is some fine tuning but mostly people will come back and have that comfort level of stepping into what they missed for two years.
- There were no action items.

B. Marketing Committee Meeting April 15th, 2022 – Dan Long, Chair

- The website was ready to launch and since the meeting it is now live.
- Mr. Lockwood explained that the marketing plan was discussed, and he brought a printout for the board which he explained in depth.
- There was a discussion regarding background checks on volunteers, response to survey results, highlighting what precautions the fairgrounds is taking with COVID, QR codes and volunteer round tables.

IX. Board Correspondence

A. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: Poultry Health Inspections (PHI) – FY 2022/23 Fair Season

B. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: Dymally-Allatore Bilingual Services Act Language Survey

C. Gun Show Correspondence

X. Consent Agenda: Items hereunder on the Consent Agenda are considered routine, not requiring separate discussion and will be enacted in one motion. Individual items A, 1-4, are approved by the vote that approves the Consent Agenda, unless an item is pulled for separate consideration.

A. Agreements

1. Standard Agreements
2. Rental Agreements – Interim
3. Concession Agreements
4. Judging Agreements

MOTION: To approve the consent agenda with items A, 1-4.

Board Member Name	Approved (Yes Vote)	Not Approved (No Vote)	Abstain
Director Cornejo (Motion)	X		
Director Cuevas	X		
Director Long (Second)	X		
Director Morgan-Carter	X		
President Lacayo	X		

XI. President’s Comments

- Excited for the preparations for the Fair.

XII. Director’s Comments

Director Cornejo

- Explained she spent a couple weeks in Ireland.
- Thrilled we have an exciting Fair coming and something to talk about when people ask.
- It is a pleasure to be meeting in person with her fellow Directors and staff.

Director Long

- Agreed that it was nice to be meeting in person and to see everyone.

Director Morgan-Carter

- Echoed that it was good to be meeting in person and to see the public.
- She invited everyone to the Juneteenth Freedom Celebration in Oxnard from 10 a.m. to 5 p.m. As a reminder, last year, it was formally recognized as a federal holiday to commemorate the end of slavery in the U.S.

Director Cuevas

- Explained it was great to be back with everyone.
- She is excited about this Fair and even more excited about the future of the fairgrounds.
- She feels like we are dragging ourselves out of the 19th century and wants us to be running into the 22nd century so she is excited to branch out into newer technologies that make our lives simpler and make our fairgoers appreciative of our advancements in technology.
- She asked if Tom Cady could come and report out to the board at the next meeting.
- She also echoed Director Morgan-Carter’s comments about having a direct survey response and she would like to know what is going to be pulled out so that the board can put that forward to the community.
- She also asked if the policy on gun shows could be discussed following Tom Cady’s report.

XIII. Future Agenda Items

1. Volunteer screening policy review
2. Survey response review
3. Presentation by Tom Cady
4. Policy on Gun Shows

XIV. Closed Session:

a.) The Board is authorized to meet in Closed Session for the purpose of considering:
Personnel Matters: CEO Recruitment (Gov. Code § 11126(a)(1))

The Board went into closed session at 10:28 a.m.

XV. Reconvene Into Open Session: Report of any action taken during Closed Session

The board reconvened at 11:26 a.m. and President Lacayo stated that there was no action taken.

XVI. Adjourn

The meeting was adjourned at 11:27 a.m.

Submitted by: Heidi Ortiz
Heidi Ortiz, Executive Secretary

Approved by: Stacy Rianda
Barbara Quaid, CEO Ventura Fairgrounds
Stacy Rianda

Approved by: Leah Lacayo
Leah Lacayo, Board President