

# 39<sup>TH</sup> DAA BOARD OF DIRECTORS

Date: 1/15/2022 REVISED

Time: 5:40 P.M.

Facilitator: DIRECTOR GAY CALLAN

## In Attendance

DIRECTOR GAY CALLAN

VIA PHONE

DIRECTOR TALIBAH AL RAFIQ

DIRECTOR KATHY CAMPBELL

DIRECTOR STEVE WOOSTER

DIRECTOR GLORIA GRIMES

ROBERT MOCADA – FRIENDS OF THE CALAVERAS COUNTY FAIR

SHAWN WESTBERG – JUNIOR LIVESTOCK AUCTION

TIM FOLENDORF – OPERATIONS LIAISON TO THE BOARD OF DIRECTORS

LAURIE GIANNINI – CEO/FAIR MANAGER

A MOTION WAS MADE TO APPROVE THE ABSENCES OF MARYBETH OSPTIAL AND DARRIN MILLS.

DIRECTOR GAY CALLAN - AYE

DIRECTOR TALIBAH AL RAFIQ - AYE

DIRECTOR KATHY CAMPBELL - SECOND

DIRECTOR STEVE WOOSTER - AYE

DIRECTOR GLORIA GRIMES - MOVED

## Approval of Consent Agenda

GIANNINI PRESENTED THE JANUARY CASH FLOW STATEMENT AND THE NOVEMBER CASH FLOW STATEMENT. DIRECTOR AL RAFIQ ASKED ABOUT THE FEMA RECEIVABLE. GIANNINI EXPLAINED IT WAS A BENEFIT FROM THE BUTTE FIRE. AL RAFIQ INQUIRED ABOUT ASSET INVENTORY. GIANNINI EXPLAINED THE STATE REQUIRES LAND AND PROPERTY ANNUALLY

AND THAT TABLES, CHAIRS, PANELS ETC. HAVE ASSET TAGS AND ARE INVENTORIED ANNUALLY. AL RAFIQ INQUIRED ABOUT THE CARNIVAL BID. GIANNINI EXPLAINED THAT ONLY ONE COMPANY PARTICIPATED AND THE DIRECTOR CALLAN AND OSPITAL ARE REVIEWING THE PROPOSAL. WE AWARD ON 1/14/2022.

A MOTION WAS MADE TO APPROVE THE CONSENT AGENDA.

DIRCTOR GAY CALLAN - AYE

DIRECTOR TALIBAH AL RAFIQ - SECOND

DIRECTOR KATHY CAMPBELL - AYE

DIRECTOR STEVE WOOSTER - AYE

DIRECTOR GLORIA GRIMES - MOVED

## Public Comment

NONE

## Committee Reports

FRIENDS OF THE CALAVEAS COUNTY FAIR – ROBERT MONCADA REPORTED THEY HAVE NEW OFFICERS: ROBERT MONCADA – PRESIDENT, JEFF HUGES – VICE PRESIDENT, RAE LYN WINKLER - TREASURER, SARA OSKEY – SECRETARY. THEY ARE CONCERNED THAT THE PAVILION CONSTRUCTION HAS STALLED AGAIN. THEY ARE WORKING WITH THE CELTIC FAIRE ON ALCOHOL.

JUNOR LIVESTOCK COMMITTEE – SHAWN WESTBERG REPORTED THAT THEY ARE IN THE PROCESS OF HIRING JUDGES AND WILL BE MEETING LATER IN THE MONTH.

MARTETING – FOCUS GROUP – KATHY CAMPBELL REPORTED THAT GIANNINI CONTINUES TO SEND OUT EMAILS AND SOCIAL MEDIA POSTS.

## Old Business

MOU BETWEEN THE FAIR AND THE FOUNDATION – GIANNINI REPORTED THAT SHE MADE A FEW MINOR CHANGES TO THE AGREEMENT AND ROBERT MONCADA (FRIENDS OF THE CALAVERAS COUNTY FAIR) WOULD SIGNING THE AGREEMENT AFTER THE MEETING.

WATER – GIANNINI REPORTED THAT THE ASSOCIATION HAS A SIGNED RECORDED AGREEMENT WITH THE BOTTOMELY TRUST, DOVE HILL RANCH.

SEWER – GIANNINI REPORTED THAT SEVERAL LOCAL CONTRACTOR BID ON THE PROJECT. THE HIGHEST SCORING BID WAS SUTTON ENTERPRISES AND CTC WAS SECOND. BACKGROUND CHECKS ARE BEING COMPLETED AND THEN THE WORK SHOULD BEGIN.

PAVILION – GIANNINI EXPESSED HER CONCERN THE CONSTRUCTION WINDOW IS CLOSING PRIOR TO FAIR. SHE HAS EMAILED AND CALLED ROB MILLER OFFERING ASSISTANCE. DIRECT CAMPPELL ASKED IF THE USE PERMIT EXPIRES. GIANNINI EXPLAINED THAT SHE HAS TO APPLY FOR A USE PERMIT EVERYTIME IT IS USED AND THAT MOST EVENTS INDOOR OR OUTDOOR REQUIRE A USE PERMIT.

## New Business

COMMITTEE ASSIGNMENTS – A MOTION WAS MADE TO APPROVE THE FOLLOWING COMMITTEE ASSIGNMENTS

- EXECUTIVE/FINANCE – CALLAN, AL RAFIQ AND OSPITAL
- FRIENDS OF THE FAIR – CAMPBELL
- JLC – MILLS
- ARENA – WOOSTER
- FROG JUMP – GRIMES
- MARKETING FOCUS GROUP – OSPITAL
- MAINTENANCE / OPERATIONS – TIM FOLENDORF

DIRECTOR GAY CALLAN - AYE

DIRECTOR TALIBAH AL RAFIQ - AYE

DIRECTOR KATHY CAMPBELL - MOVED

DIRECTOR STEVE WOOSTER - SECOND

DIRECTOR GLORIA GRIMES – AYE

STAFFING UPDATES – GIANNINI REPORTED THAT CHRIS THOM HAD BEEN CROSS TRAINING FOR THE LAST SEVERAL MONTHS AND WILL BE TRANSITIONING TO AN OFFICE TECH. IN ADDITION SHE WILL BE BRINGING SOMEONE IN TO ASSIST WITH ACCOUNTING AND DATA ENTRY. KASEY MUSACHIA WILL BE STARTING IN FEBRAURY. DONNY BECKER IS WORKING 3 OR 4 DAYS A WEEK DEPENDING ON THE EVENT SCHEDULE. LARRY DILIBERTO AND SONNY CANEPA ARE 1 TO 2 DAYS A WEEK.

DIRECTOR CAMPBELL, ALTHOUGH COMPLIMENTARY OF OTHER QUALITIES, QUESTIONED THE QUALIFICATIONS OF A CURRENT STAFF MEMBER TO ASSUME ACCOUNTING RESPONSIBILITIES. DIRECTOR CAMPBELL SAID SHE WAS UNCOMFORTABLE WITH THE CONVERSATION FROM THE BEGINNING AND FELT PERSONNEL MATTERS SHOULD BE HELD IN CLOSED SESSION. DIRECTOR CALLAN ALLOWED DIRECTOR CAMPBELL TO CONTINUE.

PRESIDENT CALLAN ASKED DIRECTOR CAMPBELL IS SHE FETL LAURIE NEEDED BOARD APPROVAL TO HIRE AND FIRE FAIR STAFF. DIRECTOR CAMPBELL SAID NO, STATING AGAIN IT SHOULD BE A TOPIC FOR CLOSED SESSION. (AND NO ONE AGREED) BUT SHE WAS CONCERNED THAT THE EMPLOYEE SET TO ASSUME THE ACCOUNTING TECH ROLE DID NOT HOLD THE SKILLS NEEDED FOR THE JOB.

CAMPBELL WAS CONCERNED ABOUT THE PROCESS. GAY CALLAN EXPLAINED THAT STAFF HIRING AND FIRING WAS AT THE DESCRECTION OF THE CEO. GLORIA GRIMES EXPALINED THAT THE ISSUE SHOULD BE UP GIANNINI. TALIBAH AL RAFIQ STATED THAT OPEN

POSITIONS SHOULD BE ADVERTISED LOCALLY AND THEN IF A CURRENT STAFF MEMBER IS MORE QUALIFIED, THE STAFF MEMBER SHOULD RECEIVE THE JOB.

DIRECTOR CAMPBELL STATED THAT SHE HAD SPOKEN TO LAURIE SEVERAL YEARS AGO, THAT THERE ARE SEVERAL IN THE COMMUNITY WHO FEEL SHE HIRES FAMILY AND FRIENDS. CAMPBELL CONTINUED THAT IT WOULD BE NICE TO ADVERTISE FOR THE BEST EMPLOYEES. GIANNINI SAID SHE HAS HIRED FAMILY MEMBERS AND FAMILY MEMBERS OF DIRECTORS EITHER OUT OF NECESSITY OR THEY WERE EXTREMELY QUALIFIED FOR THE JOB. CAMPBELL THEN SAID SHE WAS UNCOMFORTABLE WITH THE CONVERSATION AND IT SHOULD BE DISCUSSED IN CLOSED SESSION.

GAY CALLAN EXPLAINED THERE WAS NOT AN OPEN POSITION. AL RAFIQ THEN ASKED IF THE ACCOUNTING TECH'S RESPONSIBILITIES HAVE BEEN REASSIGNED TO CURRENT STAFF. GIANNINI EXPAINED THAT SHE HAS RESTRUCTURED THE OFFICE AND THE DUTIES HAD BEEN ASSUMED BY OTHERS. TALIBAH AL RAFIQ FELT THAT THE RESTRUCTURING OF THE OFFICE HAD NOT BEEN FULLY EXPLAINED AND THIS DISCUSSION BROUGHT CLARITY TO THE SITUATION. NO FURTHER DISCUSSION.

NEW DONATION – GIANNINI REPORTED THAT MAINTENANCE RECEIVED A SIDE BY SIDE FROM AN ANONYMOUS DONOR.

FEMA/CAL OES – GIANNINI REPORTED THAT THE FAIR IS RECOVERING THE DEDUCTIBLE THAT WAS NOT FUNDED BY CAL-OES DURING THE BUTTE FIRE.

STAFF RAISES – A MOTION WAS MADE TO APPROVE THE STAFF RAISES AS PRESENTED:

BECKER, DONNY	MAINTENANCE	ALL, BUILDINGS, MOWING	\$ 15.00	\$ 17.00	32
DILIBERTO, LARRY	MAINT. SUPER	LEAD ON CALL 24/7	\$ 26.00	\$ 28.00	24
CANEPA, ARTHUR	MAINT. ELECTRICIAN	ALL, ELECTRICAL ON CALL 24/7	\$ 24.00	\$ 26.00	16
MUSACHIA, KASEY	EXHIBITS MANAGER	LIVESTOCK, STILLS	\$ 20.00	\$ 22.00	16 PAID BY JLC
<i>THESE EMPLOYEES HAVE NO BENEFITS, PAID HOLIDAYS ETC. THERE CLASSIFICATION IS TEMPORARY PART TIME. THEY ARE REHIRED EVERY JANUARY.</i>					
<i>DONNY BECKER AND LARRY HAVE PERS RETIREMENT.</i>					
THOM, CHRISTINE	OFFICE TECH -MAINT.	CLERICAL AND LANDSCAPING	\$ 17.00	\$ 17.60	30
New position, benefitted.					Benefits
OPEN ACCOUNTING TEMP	ACCOUNTING	DATA ENTRY	\$ 20.00	\$ 20.00	12

DIRECTOR GAY CALLAN - AYE

DIRECTOR TALIBAH AL RAFIQ - AYE

DIRECTOR KATHY CAMPBELL - AYE

DIRECTOR STEVE WOOSTER - SECOND

DIRECTOR GLORIA GRIMES – MOVED

CORRESPONDENCE – GIANNINI SHARED CORRESPONDENCE SHE WROTE TO VALLECITO CAMP REGARDING FIRE CREWS.

WFA CONVENTION – GIANNINI REPORTED SHE WILL BE ATTENDING THE WFA CONVENTION IN RENO JAN. 16-20,

## **CEO Report –**

GIANNINI PRESENTED THE JANUARY CONTRACT LOG AND THE COMMERCIAL VENDOR CONTRACT LOG.

GIANNINI REPORTED THE FOLLOWING:

WE WERE ABLE TO HAVE A CREW FROM VALLECITO CAMP ASSIST WITH STORM CLEAN UP. THE FACILITY IS STRUGGLING WITH ROOF LEAKS BUT WE FOUND A PERSON TO ASSIST WITH THE LEAKS. THE FAIR PURCHASED 30 NEW GARBAGE BARRELS AT \$10 A PIECE AND WE ARE GETTING A BID ON THE LOWER GATE. 2 LIGHT POLES ARE BEING REPLACED WITH LED LIGHTS. MAINTENANCE CONTINUES TO FIND PROJECTS AND WORKS TO COMPELTE THEM.

THE EXHIBIT BOOKS ARE PRINTED AND AVAILABLE. SPONSORSHIP PACKETS WERE MAILED IN DECEMBER AND ARE BEGINNING TO COME IN. THE FROG JUMP COMMITTEE AND THE JLC ARE MEETING THIS MONTH. JUNIOR FAIRBOARD, MISS CAL, AND SADDLE QUEEN APPLICATIONS ARE AVAILABLE. KARAN BOWSHER AND HER DAUGHTER ALARA ARE THE NEW MISS CALAVERAS DIRECTORS. WE HAVE RECEIVED A GRANT TO PUT IN SWITHBACKS FOR GENERATORS FOR THE ADMIN. OFFICE, MARK TWAIN HALL, FROGETERIA AND SHOP. GIANNINI IS TAKING A MARKETING COURSE. THE MUSEUM EXHIBIT WILL BE OPENING SOON.

## **Directors Comments**

DIRECTOR GAY CALLAN – THANKED GIANNINI FOR “HANING IN THERE” AND GETTING THE WATER SCENARIO COMPLETED. LAURIE GIANNINI IS AWARE THAT THE PAVILION IS TIME SENSITIVE.

DIRECTOR TALIBAH AL RAFIQ – INTERESTED IN SEEING THE NEW CARNIVAL. CONGRATULATED GIANNINI ON REACHING THE WATER CONCLUSION. SHE CONCERNED ABOUT THE PAVILION MOVING FORWARD. THE FINANCES LOOK GOOD AND STAFF CONTINUES TO OPERATE PRODUCTIVELY, CONGRATULATED GIANNINI.

DIRECTOR KATHY CAMPBELL – THANKED ALLTHE PARTIES INVOLVED IN RESOLVING THE WATER ISSUE. EXCITED ABOUT HER FRIENDS OF THE FAIR COMMITTEE ASSIGNMENT.

DIRECTOR STEVE WOOSTER – GLAD WATER ISSUE IS DONE AND THAT CHRIS THOM IS MOVING UP A NOTCH.

DIRECTOR GLORIA GRIMES – SHE IS PROUD TO KNOW ALL OF THE BOARD MEMBERS. VERY PROUD OF LAURIE AND HER HARD WORK. THANKED THE BOARD AND GIANNINI FOR BEING PATIENT. SHE IS WORKING A PROJECT THAT THE BOARD WILL BE EXCITED ABOUT.

## Other Comments

TIM FOLENDORF – ADJOURN THE MEETING.