

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, July 26th, 2022 at 9:00 a.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/4834214737?pwd=d0FrRzVFQUIUNG9OeUxFM0FuUG5qQT09>

Join Via the phone:

1-720-707-2699

Meeting ID: 483 421 4737

Passcode: 575554

I. Call to Order

Roll Call

Declaration of Recusal or Conflict of Interest

The meeting convened at 9:01 a.m. and called to order by President Lacayo.

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

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

Guests Present: Sarah Pelle; Fairs & Expositions, Tom Cady, Beth Mansfield, Carla Alvara, Karen Peters, Kathie Moore, Megan Hook, Michael V., Patrick Berry, Steve Nash, Eileen MacEnery, Janet Eckhouse, Rachelle Cook-Guerrero and Eileen Reimers.

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)

CEO Quaid introduced and welcomed incoming CEO, Stacy Rianda.

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.

There were no public comments.

V. Presentations – Tom Cady

Vice President Lopez introduced Mr. Cady and explained that he was hired by the board as a compliance officer for the Crossroads of the West show to make sure all of the requirements were met. He submitted his report and Crossroads was very diligent and responded to his response.

Mr. Cady expressed his appreciation for the opportunity to work for the board and monitor compliance at the Crossroads of the West gun show. The conditions that the board imposed on the promoter were implemented and feels they were making every effort to comply with the board's wishes and directions. As noted in his report and Mr. Templeton's response is ensuring that the security folks step it up some in terms of bringing portable radios and some equipment for them is something that they will have to keep an eye on. Mr. Cady explained that he was glad to see that the promoter was talking about making sure to communicate the requirements to both the security and vendors ahead of the show. Overall, he is pleased with what the promoter has done and compliance with the vendors.

There was discussion regarding the education portion of the show and Mr. Cady explained that was one of the board's requirements and explained that they have classroom style education as well as offer off-site range training where people can make appointments.

Director Long thanked Mr. Cady and asked that the board consider having Mr. Cady come back to do the last two shows to check compliance. President Lacayo explained that Mr. Cady has been retained for at least the next show.

VI. CEO Report – Stacy Rianda

- It was decided not to do fireworks this year due to the expense and permitting now required to put them on.
- No gun shows on state property starting January 1st, 2023; there are two gun shows left on our calendar for this year.
- We will be contracting with four different security companies to fulfill our staffing needs. Each company will be assigned to a different area including the arena, interior, gates and search lines. Ventura PD will also be contracted. We are renting magnetometers for both gates, which will eliminate bag searches and people emptying their pockets and will speed up the lines.
- We had an emergency services meeting with VPD, Fire, EMS, CHP and Fair staff in preparation for the Fair. Patrick Maynard is acting as the point person for all emergency services, and we appreciate him taking on this role.
- We had a Fair transportation meeting with CHP, VPD, EMS, the shuttle company and Fair staff to discuss the various routes they will be taking, lots that have been secured, responsibilities, accessibility, etc. so that everyone is on the same page.
- Ms. Johnson is currently sold out in concession space and has a waiting list. Things are changing day to day, but she gets spots filled if there are any cancellations.
- We are having an issue in the entry department. Entries are down, which we anticipated because of COVID and the uncertainty of things. We also went completely online which has created some issues because many people missed the deadline. Due to state rules we can only take items for display only because they missed the deadline.
- There was a superintendent meeting where there was a representative from ShoWorks to be on zoom so superintendents could ask questions directly. They also had the Exhibits

Supervisor and Livestock Superintendent present from the Big Fresno Fair because they are well versed in ShoWorks and thought they could be of assistance.

- There was a Junior Livestock Auction Committee Meeting and BBQ dinner. There were about 40 people in attendance and they discussed auction duties, responsibilities and how auction is going to be run. They are all dialed in and have lots of volunteers.
- We are still down in staffing. We have been holding interviews; everyone is hired for the souvenir booth and we just hired an office assistant that started this morning.
- A volunteer recruitment event was held for the exhibits department with very low turnout. We had it up on our website and there was a social media post so there were additional people recruited for each department after the event, so they are doing okay now.
- There was a Foundation Meeting and they discussed getting a list together of new projects for them to work on next year.
- The Wood Claeyssen's Foundation grant application for \$100,000 was completed which will be split with \$80,000 going to large livestock, \$10,000 to small livestock and \$10,000 to the equestrian center.
- There was a zoom meeting with DGS regarding the Santa Cruz roof replacement. The project is being bid and construction date is October 2023.

VII. Approval of Minutes

- May 20th, 2022 Special Board Meeting
- May 24th, 2022 Board Meeting
- June 2nd, 2022 Special Board Meeting
- June 6th, 2022 Special Board Meeting

MOTION: To approve the May 20th, 2022 Special Board Meeting minutes.

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

MOTION: To approve the May 24th, 2022 Board Meeting minutes.

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

MOTION: To approve the June 2nd, 2022 Special Board Meeting minutes.

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

MOTION: To approve the June 6th, 2022 Special Board Meeting minutes

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

VIII. Financial Report – Cristian Yepez

- A. Financials ending May 31st, 2022
- B. Financials ending June 30th, 2022
- C. Action regarding opening auction account

CEO Quaid explained that our old auction account was compromised when we were taking payments for the online auction two years ago. The account was closed and we opened a new account at a new bank and they would like something in the records acknowledging we are opening a new account.

MOTION: To authorize opening an auction account.

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

IX. Committee Reports

A. Operations Committee Meeting June 23rd, 2022 – Mike Bradbury, Chair

- This meeting was cancelled.

X. New Business

A. Approval of CEO Reimbursement

Ms. Pelle explained that state process requires the board to approve the relocation reimbursement which then goes to the Department of Finance for them to finalize. Once all of this takes place, then Ms. Rianda can submit receipts and be reimbursed based upon what is approved today.

Ms. Rianda submitted a memo to the board explaining that relocation expenses would be about \$7,000 and she would submit receipts prior to the reimbursement.

MOTION: To approve the CEO relocation reimbursement.

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

XI. Board Correspondence

A. Memo from Mike Francesconi at California Dept. of Food & Agriculture, Fairs & Expositions: Bagley Keene Updates

CEO Quaid explained that this indicates that the board can start zoom meetings and continue to do them until July 2023. There was also another piece of correspondence that came in after the agenda was posted which was included in the board packet. It is on traveling to states with discriminatory laws. They have added four states that employees cannot travel to on state business and be reimbursed for.

XII. 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
5. Crossroads of the West – August 27-28, 2022

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

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

President Lacayo explained that Crossroads of the West is the next item on the agenda and opened it up to public comments.

Steve Nash – He explained that January 1st, 2023 can't come soon enough and thanked the board members who have supported the ban on gun shows. He expressed how he thinks it is paramount that the board institute the protocols and the proper communication between security, VPD etc. to avoid an active shooter situation. He stated that the state has the right to regulate another constitutional right such as the second amendment. There will be litigation but thinks that we are on the right side of the constitutional theory and history.

Ms. Pelle explained that it is clear that up until January 2023 the Fair should stay with the status quo with their gun shows. They are checking on clarity with the attorneys on whether a fairgrounds has entered into a contract after January 2023, but for now she advised to continue with gun shows.

MOTION: To approve the Crossroads of the West gun show contract August 27-28.

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

XIII. President's Comments

- Excited for the preparations for the Fair.
- She has been working closely with CEO Quaid and CEO Rianda on all the details for the twelve days.

- In a day or two, the board will be receiving a memo from her that CEO Quaid will be sending out on her behalf outlining all of the details as it pertains to directors, their family and guests during Fair. If there are any questions please ask her or CEO Quaid.
- The director's Fair packets will be ready for pick up on Sunday, Monday or Tuesday of this next week or during Fair. She asked that the board calls before coming so staff is aware. The logistics are different and since we are so short staffed this will be the easiest.
- She thanked the staff for all their hard work.
- She gave a shoutout to CEO Quaid and CEO Rianda for working together during this transition.
- She would like to make this the best Fair possible and is looking forward to seeing everyone.

XIV. Director's Comments

Director Bradbury

- Added his thanks and compliments to the staff as well because they have done an incredible job, especially the skeleton staff because it has been a difficult two years.
- He welcomed the new CEO, Stacy Rianda, and commented that they are delighted to have her here as well as CEO Quaid.
- He also appreciates his fellow board members and their dedication to the fairgrounds.
- He looks forward to seeing everyone at the Fair.

Director Cornejo

- She welcomed the new CEO, Stacy Rianda. She explained it was a long process and thanked her co-ad hoc member, Director Cuevas, for the hard work because it took 6 to 7 months to get to the point in selecting who they think is going to be a fabulous choice to take over as CEO.
- She also thanked Ms. Pelle for all her advice and leading them through this process. She helped with the legalities of hiring someone through the state.
- She is thrilled that they found with great confidence a new person that will add to our great Fair already and bring any extras to make it that much better.
- She is thrilled that we are having a Fair and loves to be able to tell everyone. People are willing to accept a few changes that may necessary, but they are just excited the Fair is coming back.
- She thinks that the arrangement with Mr. Cady is working out great and is glad that there is a true professional to keep an eye out and look after the fairground's interests. She really appreciates that the board has voted to do that.
- She thinks that during the Fair, having worked with Patrick Maynard and him having the experience with being on the Junior Fair Board, going through the livestock program and now working with OES he really knows the fairgrounds and how to coordinate all these security components which will be a great help to Mr. Amelio.

Director Cuevas

- She wanted to thank CEO Quaid and acknowledge the many decades that she has been here running the Fair in good times and bad and she has done an amazing job. She hopes CEO Quaid really enjoys her retirement and is able to do things she never has been able to do in the July and August months.
- She is very excited that CEO Rianda is here and delighted to get a breath of fresh air. Hopefully, what will be many changes down the road to improve the Fair and its

operation. More importantly sustainability and growth opportunities for staff efficiency more than anything.

- To the staff, volunteers and everyone that has been present for the needs that have been demanded.
- Unfortunately, she will not be able to be in attendance during most of the Fair because she will be traveling, but she is excited that we are having a Fair and knows many people that are as well.
- She hopes to see new things coming in the future and new ways in which we do things to build on the success that CEO Quaid will leave as her legacy. Hopefully, have the opportunity to support CEO Rianda in a way that she feels 100% confident that she has the full backing of the board and the commitment to make her successful in her new role.
- With respect to Patrick Maynard, she too shares Director Cornejo's comments and confidence in his ability because it is his job and what he is good at. He has a very strong commitment and respect to the fairgrounds.

Director Long

- Commented to see Director Bradbury.
- Stated that he was happy CEO Rianda is here and that CEO Quaid is still here to help this Fair get going.
- He is not in a rush to see CEO Quaid leave and hope that she is around next August even if she is a volunteer because all the things she has done over the years have been fantastic in his opinion.
- The staff has done a phenomenal job over these last several years.
- He is looking forward to the Fair and seeing everyone there.

President Lacayo thanked Mr. Lockwood for the poster unveiling. She explained that Director Bradbury happened to be there and was able to attend and get his picture taken with the first-place winner which was a happy thing.

Director Morgan-Carter

- She too wanted to say that it was nice to see Director Bradbury and looks forward to seeing him.
- She stated it was so nice to see CEO Rianda and CEO Quaid working together. She is a little melancholy about CEO Quaid and the transition, but hopeful for the future and excited about it.
- She thanked the staff and knows that nothing works without them. She knows everyone is working hard to make sure this jewel of Ventura County goes off successfully. She is excited that it is coming back and it is very exciting.
- She explained that she won't be at all of the Fair because she has some travel issues, but nonetheless she is looking forward to the Fair and is telling everyone about it.

XV. Future Agenda Items

1. Fair Wrap-Up
2. Presentation/Report from Tom Cady regarding August gun show
3. Foundation and Fairgrounds

Director Bradbury mentioned that the Operations Committee will be reviewing the project that was authorized regarding the potential of bringing baseball back to the fairgrounds.

XVI. Adjourn

The meeting was adjourned at 10:51 a.m.

Submitted by: Heidi Ortiz
Heidi Ortiz, Executive Secretary

Approved by: Stacy Rianda
Stacy Rianda, CEO Ventura Fairgrounds

Approved by: Leah Lacayo
Leah Lacayo, Board President