

Agenda
BUTTE COUNTY FAIR ASSOCIATION
REGULAR BOARD OF DIRECTORS
December 12, 2023 at 6:00 p.m.
Regular Meeting

1.0 CALL TO ORDER – 6:04 p.m.

- 1.1 Roll Call of Directors: BROWN, BUSH, DEWELL, DONATI, JERNIGAN, JONES, KIMMELSHUE and WHEELER
- 1.2 Recognition of Others Present
- 1.3 Pledge of Allegiance to the Flag of the United States of America
- 1.4 Disclosure of Ex Parte Communications

2.0 CONSENT AGENDA ITEMS 2.1 THROUGH 2.6

- 2.1 Declaration of a Quorum
- 2.2 Excused Absences
- 2.3 Approval of Association Minutes:
 - 2.3.1 November 14, 2023 Regular Meeting Minutes
 - 2.3.1.1 Motion to approve the November 12, 2023 Minutes
 - 2.3.1.1.1 First _____ Second _____ Vote: Ayes:___ Nays:___
- 2.4 Correspondence:
- 2.5 Interim Events Calendar
- 2.6 Motion to approve the Consent Agenda
 - 2.6.1 First _____ Second _____ Vote: Ayes:___ Nays:___

3.0 ACTION TO BE TAKEN ON ITEMS PULLED FROM THE CONSENT AGENDA

- 3.1 Item(s) pulled from Consent Agenda _____
Motion to approve action as needed

4.0 COMMUNICATIONS FROM THE FLOOR: Presentations will be limited to five minutes. State Law prohibits the Fair Board of Directors from voting on any item presented if it is not listed on the agenda. Persons other than board members wishing to discuss agenda items may do so at any time the item appears on the agenda. The Board President has the option of moving the sequence of agenda items to meet time constraints and other circumstances as needed.

5.0 NEW BUSINESS:

5.1 Expectations/Goals for Fairgrounds

Short term and long term expectations and goals.
1 year, 3 year, 5 year and 10 year format.

Information, Review, Open Discussion, Accept and/or and Approve.

6.0 CONTRACTS/AGREEMENTS:

6.1 Butte County Emergency Shelter MOU

Tabled. Waiting on Butte County to send an update.

Butte County has provided an MOU for use of ground during an emergency disaster. This contract is from 2023-2026 and must be reviewed by the board. ~~*Information, Review, Discussion, Accept and/or and Approve.*~~

~~6.1.1 Motion to approve Butte County Emergency Shelter MOU as recommended by Finance Committee: With changes~~

~~6.1.1.1 Changes: Removal of contractor providing a generator in the event of a power outage. We do not have a generator and costs associated are potentially too much.~~

~~6.1.1.1 1 First: _____ Second: _____ Ayes: __ Nays: __ Vote ____~~

6.2 CEO Contract Revision-

Tabled for lack of information

Recommended by Robin Hauck that the CEO contract be reviewed by a contracts lawyer to confirm it is a sound and professional contract. ~~*Information, Review, Discussion, Accept and/or and Approve.*~~

~~6.2.1 Motion to approve the recommendation from the Finance committee to have the CEO contract reviewed by a contract lawyer.~~

~~6.2.1.1 First: _____ Second: _____ Ayes: __ Nays: __ Vote ____~~

7.0 OLD BUSINESS:

8.0 REPORTS:

8.1 FINANCIAL REPORT: The Financial Report is presented by the Fair CEO, Matt Reed who will answer questions and provide updates where appropriate.

Board approval requested of the Financial Report.

8.1.1 Motion to approve the Financial Report

8.1.1.1 First _____ Second _____ Vote: Ayes: __ Nays: __

8.2 LIVESTOCK COMMITTEE REPORT:

Review, Accept and/or Approve, if needed

~~8.2.1 Motion to approve Livestock Committee Report, Recommendations.~~

~~8.2.1.1 First _____ Second _____ Vote: Ayes: __ Nays: __~~

8.3 ENTERTAINMENT COMMITTEE REPORT:

Discussion, Review, accept and/ or Approve, if needed:

~~8.3.1 Motion to approve Entertainment Committee Report~~

~~8.3.1.1 First _____ Second _____ Vote: Ayes: __ Nays: __~~

8.4 FACILITIES/TAILGATE COMMITTEE REPORT:

Discussion, Review, accept and/ or Approve, if needed:

~~8.4.1 Motion to approve Finance/Tailgate Committee Report~~

~~8.4.1.1 First _____ Second _____ Vote: Ayes: __ Nays: __~~

8.2 POLICY COMMITTEE:

8.2.1 ACCUMULATED COMPENSATORY TIME OFF: Current Policy:

Compensatory time may not be accrued in excess of two hundred forty (240) hours. Any compensatory time accrued in excess of two hundred and forty (240) hours will be paid to the employee at a straight, regular rate of pay. However, employees may accrue compensatory time in excess of the maximum allowance at Fair time.

8.2.2 NEW VERBIAGE REQUESTED TO BE ADDED TO CURRENT POLICY CTO:

Once the employee has reached the cap of 240 hours, the appointing authority *may require the employee to take off excess hours during upcoming work week(s)*. Any CTO accumulation in excess of the 240 hour cap which is not taken off shall be paid full discretion of appointing authority.

Information, Review, Discussion, Accept and/or and Approve.

8.2.2.1 Motion to approve the new verbiage. Take excess time off.

Require employees hitting the cap of 240 hours to take off excess hours.

8.5.2.1.1 First _____ Second: _____ Ayes: __ Nays: __ Vote: _____

8.3. Vacation Time- Payout Policy

8.3.1 Strikeout Current Policy of Lump Sum Payment to 8.3.2

With Board approval at the CEO's recommendation an employee may cash out a portion of their accrued vacation at the end of a calendar year.

8.3.2. Change the current Vacation Payout Policy to Vacation Buy-Back Policy

Employees shall have the option of requesting pay in lieu of time off up to a maximum of 160 hours of vacation time each year, during each year of the contract in increments of eight (8) hrs. Such requests are subject to the approval of the appointing authority and the availability of funds. Additionally Full time employees including the CEO may not carry more than 160 hours of Vacation time at the end of any given year, December 31st.

Some exceptions: Extreme emergency, Absent employee due to workers comp/disability, sick leave or by prior management approval when an employee was not able to take time off.

Information, Review, Discussion, Accept and/or and Approve.

8.3.2.1 Motion to approve Changes to the Vacation Time Payout Policy as read in **8.3.2 Vacation Buy Back Policy 160 Cap**

8.3.2.1.1 First _____ Second: _____ Ayes: ___ Nays: ___ Vote: _____

8.6 FINANCE COMMITTEE:

~~8.6 2024 Budget Approval~~ CEO will present the 2024 Annual Budget and go over estimated revenue & expenses for the coming year.

~~Information, Review, Discussion, Accept and/or and Approve:~~

~~8.6.1~~ Motion to approve 2024 Budget as recommended by the Finance Committee

~~8.6.1.1~~ First _____ Second: _____ Ayes: ___ Nays: ___ Vote: _____

8.3 CEO REPORT PROVIDED BY MATT REED:

The report is to provide insights into Fair Association Activity including Pool, RV Park, Projects with the State and the County, Facility Maintenance, JLA, to give updates on status of Fair Progress/ Changes, Upcoming Events, and New Ideas.

8.3.1 Information, Review, and Discussion

9.0 DIRECTORS COMMENTS/QUESTIONS:

BROWN, BUSH, DEWELL, DONATI, JERNIGAN, JONES, KIMMELSHUE and WHEELER

10.0 ADJOURN REGULAR MEETING OF THE BUTTE COUNTY FAIR ASSOCIATION:

11.0 CALL CLOSED SESSION TO ORDER:

11.1 Public Employee Employment, Appointment, Recruitment, Performance Evaluations, including goals, pursuant to Government Code Section 54957

11.1.1 Performance Evaluation Matt Reed, CEO

11.1.2 2024 Salary Increase

11.0 RECONVENE REGULAR BOARD MEETING:

11.1. Report on Closed session, action, direction or information only.

11.1.1 Motion to Approve CEO Evaluation and Salary increase 2024

11.1.1.1 First _____ Second _____ Vote ___ Ayes ___ Nays _____

12.0 NEXT MEETING OF THE BOARD OF DIRECTORS:

January 9, 2024 6PM

Annual Meeting topics:

Election, Resolutions (Delegation of Authority and Workers Comp), Bylaws, State Allocation, Interim price increases for July -Dec 2024 and Jan 1- June 2025- July 31 2025 and JLA credit line.

13.0 ADJOURN