

**35th DISTRICT AGRICULTURAL ASSOCIATION
MERCED COUNTY FAIR**

900 Martin Luther King Jr Way, Merced, CA 95341

(209) 722-1507

Info@mercedcountyfair.com

www.mercedcountyfair.com

Board Meeting Notice

Posted: December 6, 2024

The 35th DAA Board of Directors will be holding their regular monthly meeting on **Wednesday, December 18, 2024**, in the

El Capitan Building (Rock House)

Meeting Schedule:

Finance Committee 2:40 p.m.

Board Meeting 3:00 p.m.

BOARD OF DIRECTORS

Luis Lara, President, Vicky Banaga, Mark Erreca, Lori Gallo, Emily Haden, Mark Pazin, Kim Rogina, and Carol Silva

STAFF

Teresa Burrola, CEO

Richard Sandoval, Deputy Manager

PUBLIC PARTICIPATION

While the Board values the participation of the public, the Board reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker in order to proceed with the agenda.

Public comment must be related to Open Meeting Laws for DAAs.

All meeting notices, agendas, and materials considered by the Board during the meeting will be available during the meeting.

The agenda and notices will also be available on the website at www.mercedcountyfair.com

AMERICANS WITH DISABILITIES ACT

Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provisions of the Americans with Disabilities Act are requested to contact the Fair Office at (209) 722-1507

For more information concerning this meeting, contact:

The Fairgrounds office at (209) 722-1507

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FINANCE COMMITTEE

Items listed on this agenda may be considered in any order at the discretion of the Board Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board. Public Comments will be accepted on Agenda items at the time each item is considered by the Board. Comments are limited to three (3) minutes.

CALL TO ORDER – BOARD CHAIR

ROLL CALL OF FINANCE COMMITTEE MEMBERS

Banaga ___ Erreca ___ Haden ___ Lara ___

PUBLIC COMMENT

BOARD REVIEW OF FINANCES

1. Review November 2024 Cash Expenditures and Payroll
2. Review of August, September and October 2024 Financial Reports

ADJOURNMENT OF FINANCE COMMITTEE MEETING

BOARD MEETING AGENDA

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CALL TO ORDER – BOARD CHAIR

ROLL CALL

Banaga ___ Erreca ___ Gallo ___ Haden ___ Lara ___ Pazin ___ Rogina ___ Silva ___

FLAG SALUTE

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INTRODUCTION OF GUESTS

ROLL CALL VOTE

1. Declaration of Quorum
2. Approval of Absences – Action Item - Board to approve any Board Member's Absence as excused or unexcused.

PUBLIC COMMENT:

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CONSENT AGENDA: (Discussion/Action by Board) All items on the consent agenda will be approved in one motion unless a board member requests separate action on a specific item.

1. Review & Approval of November 20, 2024, Finance Committee Meeting Minutes
2. Review & Approval of December 12, 2024, Auction Committee Meeting Minutes
3. Review & Approval of November 20, 2024, Board Meeting Minutes
4. Review & Approval of November 2024 Cash Expenditures and Payroll
5. Review & Approval of August & September and October 2024 Financial Reports
6. Review & Approval of November 2024 Contracts/Rental Agreements

REPORTS AND INFORMATION: (Informational)

1. CEO Report
2. Friends of the Merced County Fair Report – Board Chair

MATTERS OF INFORMATION: (Informational)

1. Correspondence

COMMITTEE REPORTS: (Discussion/Action by Board)

1. Committee Reports
 - a. December 12, 2025 Auction Committee Meeting – Director Silva, Chair

NEW BUSINESS (Discussion/Action by Board)

1. Annual Nomination and Election of Officers
2. Annual Contract Delegation of Authority
 - a. Rental Agreements – Authorize CEO Burrola authority to execute Rental Agreements up to \$35,000.
 - b. Standard Agreements – Authorize CEO Burrola to execute Standard Agreements up to \$50,000.
 - c. Authorize CEO Burrola to sign Judging Agreements.

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3. Annual Bank Signature Authority
 - a. Approve CEO Burrola, Deputy Manager Sandoval, Director Silva, and Director Lara as approved signers on the Operating Account
 - b. Approve CEO Burrola, Deputy Manager Sandoval, Director Silva, and Director Lara as approved signers on the Pay Account.
 - c. Approve signers on Premium and Auction Accounts – CEO Burrola and Director Pazin
 - d. Approval of Facsimile Signature on Premium and Auction Accounts – Director Pazin.
 - e. Approval of Checks over \$15,000 requires two signatures.
4. Approval to write off 2022 and 2023 outstanding checks.
5. Approval to write off outstanding bad debt under \$500 as uncollectable.
6. Approval to change the February Board Meeting date from February 19, 2025, to February 12, 2025, due to CEO's vacation.

OLD BUSINESS: (Discussion/Action by Board)

1. Resiliency Project – Update on Half Dome Hall

CLOSING COMMENTS

2. Director's Closing Comments
3. CEO's Closing Comments

TOPICS FOR THE NEXT AGENDA

1. Agenda Items for discussion and/or action to be listed on the next regularly scheduled board meeting agenda.
2. Next Board Meeting(s): **January 15, 2025**

ADJOURNMENT

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