

**DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK
DISTRICT**

Mailing Address: P. O. Box 402, Crescent City, CA, 95531

MINUTES

REGULAR MEETING

Thursday, September 23, 2021

Time: 6:30 PM

Meeting Location:

Del Norte Fairgrounds Board Room, 421 HWY 101 North, Crescent City, CA *

****The public is invited to attend/participate in the meeting via Zoom using the following:**

BOARD OF DIRECTORS

Doug Wakefield – President

Robyn Holt– Vice President

Sabina Renner – Secretary

Rich Wier - Director

Steven Westbrook - Director

PRESENT:

Doug Wakefield

Robyn Holt

Rich Wier

Steven Westbrook

ABSENT:

Sabina Renner

Others Present:

Valerie Starkey, Administrative Assistant, DNCFRPD

Kim Floyd, CEO 41st DAA

- 1. 6:30 p.m. Call the meeting to order and take roll.**

Meeting called to order at 6:37 pm. Valerie Starkey took roll.

COMMENT PERIOD: Members of the public may address the Board of Directors on matters that are within the authority and jurisdiction of the Board. If you are addressing the Board regarding a matter listed on the agenda, you may be asked to hold your comments until the Board takes up that matter. For matters not on the agenda, The

Board cannot comment or otherwise consider a Public Comment matter until such items have been properly noticed for a future meeting agenda.

There was no public comment.

2. **Consent Agenda:** (Discussion/Action by the Board) All items on the Consent Agenda are to be approved in one motion unless a Board Member requests separate action on a specific item.
 - a. Approve Expenditures processed for payment since the meeting of August 19, 2021.
 - b. Approve Minutes from Special Meeting of August 19, 2021.
 - c. Approve Financial Statements received from CFSA for the month of July, 2021
 - d. Approve Financial Statements received from the County of Del Norte for the month of August 2021.

No items were pulled from the Consent Agenda. Director Westbrook moved to approve the Consent Agenda as presented. Director Wier seconded the motion. The motion carried on 4 Ayes, 0 Noes, 1 Absent.

3. **New Business:**

- a. **Discuss and take possible action on setting a date and time for a Strategic Planning Workshop to be held in conjunction with the 41st DAA.**

Valerie Starkey directed to work with CEO Floyd to arrange a meeting in coordination with the 41st DAA. Discussion that possibly Becky Desmond, who facilitates strategic planning meetings, could be a part of a workshop in December should the Board and the 41st DAA Board determine this will be a direction they wish to take. The Board wanted to have a meeting with the 41st before bringing in a facilitator.

- b. **Discuss and take possible action on topics previously suggested during Board Comments in the August 2021 meeting for the Strategic Planning Workshop.**

Topics discussed during the Board Reports on August 19, 2021 included:

- Create a Policy Manual
- Create a strategic plan for the Fairgrounds
- Develop a specific strategy for the Arena
- Consider annual performance reviews for staff
- Reinstate the joint committee meetings with representatives from both Boards.

This item was tabled until the special meeting in October.

4. Old Business:

a. Discuss and take possible action following learning the forthcoming information regarding change of meeting times.

According to Martha Rice, the DNCFRPD Attorney, the date and time for the start of the meeting must be specific. She stated if the 41st DAA board meetings routinely get over before 6:00 p.m., then it would be okay to set the DNCFRPD meetings for 6:00 p.m. and if there was a unique situation when the 41st DAA meeting went beyond 6 pm, DNCFRPD would start the meeting as soon as possible.

The changes to the regular meeting date and time must be done by resolution. Attached for the Board's consideration is a resolution to discuss and take possible action.

Director Westbrook moved to approve the resolution and Director Holt seconded the motion. The motion carried on 4 Ayes, 0 Noes, 1 absent.

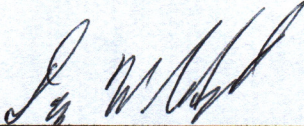
5. Committee Reports:

a. Finance Committee – Receive a report from the Finance Committee on any items of interest, including a report of discussions held at any meetings held since the last meeting of the Board of Directors.

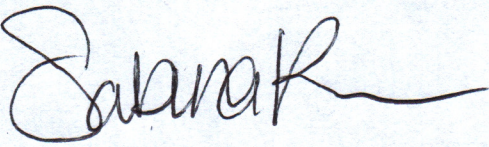
6. Board Comments: Members of the Board of Directors may comment on District business, request clarification, information or that items be included in future agendas. No action will be taken, but direction may be given to staff and items scheduled for future agendas.

7. Adjournment: Adjourn to the next Special Session meeting on October 13, 2021 at 2 p.m. at the Del Norte Fairgrounds Board Room.

The meeting was adjourned at 7:07 pm.



PRESIDENT



SECRETARY

Del Norte County Fairgrounds Recreation and Park District.