

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK
DISTRICT

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

MINUTES

SPECIAL MEETING and STRATEGIC PLANNING WORKSHOP
Wednesday October 13, 2021 2pm to 4pm

Meeting Location: 421 Hwy 101 North, Crescent City, CA 95531
Del Norte County Fair Board Room

BOARD OF DIRECTORS

Doug Wakefield – President
Robyn Holt– Vice President
Sabina Renner – Secretary
Rich Wier - Director
Steven Westbrook - Director

STAFF

Valerie Starkey, Administrative Assistant

PRESENT:

Doug Wakefield
Sabina Renner
Rich Wier
Steven Westbrook

Late:

Robyn Holt

Others Present:

Valerie Starkey, Administrative Assistant, DNCFRPD
Kim Floyd, CEO 41st DAA
John Pritchett
Vanessa Alexandre
Kim Haban
Rich Taylor

1. 2 pm Call the meeting to order and take 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.

Meeting called to order at 2:04 pm. Valerie Starkey took roll.

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 September 23, 2021.
 - b. Approve minutes from meeting of September 23, 2021.
 - c. Approve financial statements received from CFSA for the month of August, 2021
 - d. Approve financial statements received from the County of Del Norte for the month of September, 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 late.

3. **Strategic Planning Discussion.** The Board of Directors will hold a discussion on Long Range Planning and setting strategic direction for the Del Norte County Fairgrounds. This Strategic Planning Workshop discussion will be conducted in conjunction with the Board of Directors of the 41st District Agricultural Association. No action will be taken on items discussed during the Workshop, although the Board of Directors may direct staff to include items on a future agenda for action.

Better Communication

Clear up some of the Blurred lines caused by Covid

Work on getting both Boards fully staffed (mainly the 41st)

Re-establish committees (2x2) so that they could meet and report back to the Boards.

Identify the Committees needed

Actively Search out a knowledgeable person to be on the committee as an advisor

(See if the people who have applied are interested in being community advisors.)

Get some clear direction from the State as to which entity has authority over the fair.

Review the Strategic Plan and update the pre-existing plans

Create a Policy Manual

Consider annual reviews for staff

Include Susan Brown for the workshop-Ms. Starkey to contact to see if she can attend.

Possible Dates: December 7th at 9 am-4pm or December 14th 9 am to 4pm-Kim Floyd to check with Becky to inquire if December 14, 2021 works.

Venue: Boardroom or Casino-Kim Floyd to reach out to see if the Boardroom is available.

Side Note:

41ST DAA Board Members-write a letter to Governor Newsom to request appointments.

Megan Curtis

Sue Derico

Robin Payne

Tony Fabricous

John Pritchett to draft a letter saying all applicants have non-partisan support.

Max is 9 people and currently there are 6 people.

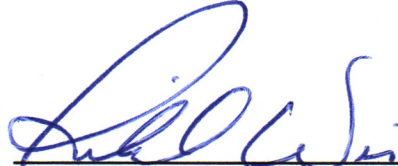
November 2nd is another meeting that Kim Floyd will see if we can get support for appointments.

4. Adjournment.

The meeting was adjourned at 3:30 pm.



PRESIDENT



SECRETARY

Del Norte County Fairgrounds Recreation and Park District.