

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

Mailing Address: PO Box 402, Crescent City, CA, 95531

**MINUTES
SPECIAL MEETING**

WEDNESDAY, JANUARY 25, 2023

Time: 4:30 pm

Meeting Location

Del Norte Fairgrounds Board Room
421 HWY 101 North, Crescent City, CA 95531

BOARD OF DIRECTORS

Doug Wakefield – President
Sabina Renner – Secretary
Rich Wier - Director
Steven Westbrook - Director
Donna Hopkins-Director

PRESENT:

Doug Wakefield
Rich Wier
Steven Westbrook
Sabina Renner

ABSENT:

Donna Hopkins

Others Present:

Valerie Starkey, Administrative Assistant, DNCFRPD

1. Call the meeting to order and take roll.

*Meeting called to order at 4:32 pm. Ms. Starkey took roll.
No public was present and no public comment was received.*

- 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 December, 2022.
 - b. Approve financial statements received from CFSA for the month of November and December, 2022.
 - c. Approve financial statements received from the County of Del Norte for the month of November and December, 2022.
 - d. Approve minutes from special meetings of November 10, 2022 and December 19, 2022.

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:**

- e. Receive a quarterly financial report from the 41st DAA pursuant the Memorandum of Understanding dated September 20, 2016.

Board received the information and no action was taken. Board commented that they would like more details for the future.

4. **Old Business:**

- a. None

5. **Committee Reports:**

- a. **Finance Committee** – Receive a report from the Finance Committee on any items that were discussed at their last meeting-no meeting was held since the last reporting period. A date for the next meeting of the Finance Committee has not yet been set. Take action as necessary and appropriate.

There had been no Finance Committee meetings during the time period.

- b. **Public Relations Committee**-Receive a report from the Public Relations Committee on any items that were discussed at their last meeting. Take action as necessary and appropriate.

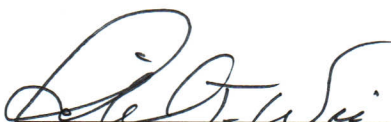
There had been no Public Relations Committee meeting during the time period.

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.


- a. *Board again reminded Administrative Assistant that "Old Business" needs to be on every agenda so updates will be regularly.*
- b. *Board requests a LAFCo update be placed on the next agenda.*

7. **Adjournment:** Adjourn to the next Regular Session meeting on February 23, 2023 at 6:00 p.m. at the Del Norte Fairgrounds Board Room.

The meeting was adjourned at 4:45 pm.



PRESIDENT



SECRETARY

Del Norte County Fairgrounds Recreation and Park District.