

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

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

### **MINUTES**

SPECIAL MEETING. July 20, 2023

TIME: 6 pm

Del Norte Fairgrounds Board Room

421 Highway 101 North, Crescent City 95531

#### **Board Members Present:**

Doug Wakefield, President

Sabina Renner, Secretary

Donna Hopkins, Director

Steven Westbrook, Director

#### **Others Present:**

Kim Floyd

Patti Vernelson

Michelle Camarena

Brett Camarena

1. **President Wakefield called the meeting to order at 6 p.m.**
2. **Public Comment: Kim Floyd gave a rundown of upcoming fair activities and events. The Fair is bringing in new concessions this year, including international food options. Pens (80) set up for animals at workday which was a big success. 48 new lights. Sponsors are down this year. Things seem to be going well. 1,000 brochures were distributed to hotels. Discussion of special meetings during the fair and past directors' dinner.**
3. **Approve the Consent Agenda:**  
**On a Motion by Director Renner, seconded by Director Hopkins, the Board voted unanimously to approve the following consent agenda on a polled vote of all directors present:**
  - a. **Approve payment of \$285.92 to CFSA for General Liability Insurance, Invoice Number 068942, for the month of July 2023.**

- b. Approve Minutes of the Board of Directors from the June 22, 2023, Regular Meeting.

**4. New Business: None**

- 5. Old Business: Appointment of new Board Member. On a motion by Sabina Renner, seconded by Doug Wakefield, and approved unanimously by all board members present, the Board voted to appoint Michelle Camarena to fill the remainder of a 4-year term ending in November of 2024, vacated by Richard Weir.**

**President Doug Wakefield swore in Michelle Camarena as a member of the Board. Note of interest: It was her 21<sup>st</sup> wedding anniversary! Board members welcomed Ms. Camarena and thanked her for stepping up to fill the position.**

**Patti Vernelson agreed to follow up with Alissia Northrup, County Elections Department, to make sure the Form 700 is completed in a timely manner as required by the State of California. She also agreed to follow up with Michelle and Donna regarding required Ethics Training, which can be completed online.**

**6. Committee Reports:**

- a. Finance Committee: None**
- b. Public Relations Committee: None**
- c. Junior Livestock Auction Committee: Another workday will be scheduled for July 22<sup>nd</sup>.**

**7. Board Comments: Board members discussed preparations for the upcoming Fair.**

- 8. Adjournment: The meeting was adjourned at 6:45 p.m. to the next regularly scheduled meeting on August 24<sup>th</sup> at 6:00 p.m. at the Del Norte County Fairgrounds Board Room.**

Submitted by: Patti Vernelson, Board Clerk

