

DEL NORTE COUNTY FAIRGROUNDS RECREATION AND PARK DISTRICT

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

**MINUTES
SPECIAL MEETING
THURSDAY, OCTOBER 26, 2023
TIME: 6:00 p.m.**

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

Present: Board of Directors

Doug Wakefield, President – present
Sabina Renner, Secretary – present
Steven Westbrook, Director - present
Donna Hopkins, Director - present
Michelle Camarena, Director - present

Others:

Patti Vernelson

1. **6:00 p.m. – President Wakefield called the meeting to order; all directors were present.**
2. **PUBLIC COMMENT PERIOD:** Members of the Public may address the Board of Directors on matters that we 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 until such items have been properly noticed for a future meeting agenda. **There was no public comment.**
3. **Consent Agenda: (Discussion/Action by 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 total payment of \$875.76 to CFSA for General Liability Insurance, Invoice Numbers 069332 dated August 1; 069785 dated September 1;

0701094 dated October 1, 2023 in the amount of \$285.92 (invoice attached).

- b. Approve Minutes of the Board of Directors from the July 27, 2023, meeting.

4. New Business:

- a. Receive final Grand Jury Report for discussion. Discuss possible next steps to consider as a result of the report.
- b. Receive report from Fair Executive Director Kim Floyd regarding a summary of the Evacuation Activities and fire staging activities at the fairgrounds during the August, September fires.

c. Old Business:

Discuss Fair Week and any issues related to the August 2023 Fair. Report out from board members about observations related to the Fair.

d. Committee Reports:

1. Finance Committee – Receive statements from Coast Central Credit Union.
2. Public Relations Committee
3. Junior Livestock Auction Committee

- e. 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.

f. Board Meeting schedule:

- a. Consider schedule for upcoming board meetings since the regular monthly meetings for November and December fall in holiday weeks.
- b. Consider holding meetings that overlap with the Fair District meetings.

- g. Adjournment:** Adjourn the meeting. to the next special or regular session, to be determined by the Board.

****Pursuant to the Americans with Disabilities Act, anyone requiring reasonable accommodation to participate in any board of directors meeting should contact the District one (1) week in advance whenever possible. At the present time, such requests to the District may be made by**

leaving a message at the Del Norte Fairgrounds office, 707 464-9556, and the message will be forwarded to the District.