



The 23rd DAA Board of Directors meeting is scheduled for Wednesday, Feb 12, 2025, and will be held in the Boardroom, Contra Costa County Fairgrounds, 1201 W. 10th Street, Antioch, CA 94509. You may also access this agenda at www.contracostafair.com.

***23RD DISTRICT AGRICULTURAL ASSOCIATION
CONTRA COSTA EVENT PARK
HOME OF THE CONTRA COSTA COUNTY FAIR
BOARD OF DIRECTORS' MEETING
Feb 12, 2025, AT 7:00 P.M.***

Board of Directors:

John Pence – President
Adam Noah – Vice President
Kerry Dolphin
Richard Hobin
Robert Sherwood

Those persons wishing to attend the meeting and who may require special accommodations, pursuant to provisions of the American with Disabilities Act are required to contact the office of the Chief Executive Officer, (925) 757-4400 prior to the meeting to ensure proper arrangements can be made.

This agenda and all notices are required by the Bagley-Keene Open Meeting Act.

Mission Statement

To provide and support a safe community gathering place while promoting agriculture education.

AGENDA

1. CALL TO ORDER – President Pence

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

2. FLAG SALUTE – President Pence

3. ROLL CALL/DIRECTORS ABSENT – President Pence

4. INTRODUCTION OF GUESTS

5. PUBLIC COMMENTS

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under Public Comment shall be limited to three (3) minutes per speaker, the Board will not comment on or otherwise consider such Public Comment item for business until and unless such item has been properly agenzied at a future meeting.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. Minutes, Jan 15, 2025 Board of Directors Meetings.
2. Interim Contract
3. Standard Agreements

B. COMMITTEE REPORTS

1. Executive – Pence & Noah
2. Budget/Finance - Dolphin & Noah
 - a. Dec 2024 Financials
 - b. Annual Allocation \$39,500
3. Livestock – Dolphin & Pence
 - a. Brentwood 4H, and Delta Diablo 4H Steer Ownership
 - b. Will Yurkovich Protest Appeal
4. Buildings, Grounds & Facility Development – Hobin & Sherwood
 - a. Facility Project List
 - b. Strategic Plan Goals:
 1. Homeless Issue
 2. Parameter Fencing of Fairgrounds
5. Fair Attractions Committee – Pence & Sherwood
6. CEO Recruitment Committee – Hobin & Pence
 - a. Draft CEO Recruitment Packet

7. HERITAGE FOUNDATION REPORT

- a. Draft Letter – Carcas Contest

8. CEO REPORT

9. PRESIDENT'S COMMENT

10. BOARD COMMENT

11. ADJOURNMENT



23RD DISTRICT AGRICULTURAL ASSOCIATION

BOARD OF DIRECTORS

MEETING MINUTES

TIME & PLACE: A regular meeting of the Board of Directors of the 23RD District Agricultural Association was held at the Contra Costa County Fairgrounds, 1201 West 10th Street, California, on Wednesday, Jan 15, 2025.

**23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS
PRESENT:**

John Pence, Vice President
Adam Noah
Kerry Dolphin
Richard Hobin
Bob Sherwood
Joe Brengle, CEO/Fair Manager

**ALSO
PRESENT:**

Charles Southwick
Will Yurkovich
Hayden Yurkovich
Tea Tibbets
Camelia Buenrostro
Megan Nierhake
Ron Campiotti
Tracy Campiotti
Brian Sanchez
Theresa Sherwood
Liza Sherwood
Sandy Parsons
Mike Parsons

1. CALL TO ORDER

Vice President Pence called a meeting of the Board of Directors of the 23rd. District Agricultural Association at 7:00pm.

2. FLAG SALUTE

Vice President Pence led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

Vice President Pence read Roll Call; All Directors were present.

4. PUBLIC COMMENTS

There were various public comments from Brentwood 4H Parents and Exhibitors, as well as Delta Diablo 4H Parent, in regards to Steer Ownership Deadline, and Ownership Forms and Photos that were not turned in by the deadline.

5. ACTION ITEMS

A. CONSENT CALENDAR

Vice President Pence asked for a motion to approve the minutes August 14, 2024, Board Meeting. It was moved by Director Dolphin, seconded by Director Sherwood to approve August 14, 2024, Minutes as presented. Motion unanimously approved.

Vice President Pence asked for a motion to approve 2024 & 2025 Interim Contracts including Base Camp Contract. It was moved by Director Sherwood, seconded by Director Dolphin to approve 2024 & 2025 Interim Contracts including the Base Camp Contract as presented. Motion unanimously approved.

Vice President Pence asked for a motion to approve Standard Contracts. It was moved by Director Dolphin, seconded by Director Hobin to approve Standard Contracts as presented. Motion unanimously approved.

B. COMMITTEE REPORTS

1. The Executive Committee had nothing to report.
2. Budget and Finance Committee
 - a. July, Aug, Sept, Oct, & Nov 2024 Financials - The Budget and Finance Committee reported on the Financials. CEO Brengle went over the financials and additional reports. Vice President Pence asked for a motion to approve the financials as presented. Director Dolphin made a motion to approve the July, Aug, Sept, Oct & Nov 2024 Financials as presented, Director Noah seconded the motion. Motion unanimously approved.
 - b. 2025 Budget – The Budget and Finance Committee reported that they had reviewed the 2025 Budget CEO Brengle went over the Budget. Vice President Pence asked for a motion to approve the 2025 Budget. Director Sherwood made a motion to approve the 2025 Budget as presented, motion seconded by Director Hobin. Motion unanimously passed.
3. Livestock Committee
 - a. Livestock Exhibitor Handbook – CEO Brengle stated the Livestock Exhibitor Handbook was on the website, as of the 1st of Dec. At this time

Sandy Parson asked about sanctioning of Pygmy Goat Show, CEO Brengle stated based on the feedback at the September Livestock Wrap-Up meeting that not all clubs had Registered Pygmy Goats, and based on the National Pygmy Goat Association, we could not have non-registered goats show in a Sanctioned Show. CEO Brengle stated that he would work with Sandy Parson, on awards for Champion and Reserve Champion Pygmy Goat.

b. Auction Update – CEO Brengle updated the Board on collection of auction payments and stated that there were currently three outstanding buyers, and he was going through the Small Claims Court process.

4. Building and Grounds Committee

a. Facility Project List – CEO Brengle went over the project list and updated the Board.

b. Strategic Planning Goals:

1. Homeless Issues

2. Parameter Fencing for Fairgrounds

CEO Brengle stated that there was no update, and that these goals would remain on the agenda, as the committee and board will continue to address them.

5. Fair Attractions Committee – CEO Brengle had stated that the Fair Attraction Committee had met and discussed bring in a named Tribute Band on Friday Night of Fair to try and increase attendance. Brengle stated that the 2025 Budget reflected the cost increase to bring in a named tribute band, and that he was working on finishing the entertainment booking.

6. HERITAGE FOUNDATION REPORT

There was no representative from the Heritage Foundation present.

CEO Brengle stated that the Heritage Foundation had not met since November, and that there were Heritage foundation Financials through Nov 1st, 2024, in the Board Packet.

Director Sherwood asked about the status of the letter to the Heritage Foundations regarding Carcass Contest. F&E representative Charles Southwick stated that he had discussed it with CDFA Legal, and they recommended that the Board send a letter to the Heritage Foundation to stop their involvement with the Carcass Contest, and if this did not end in any results, then CDFA Legal would send a letter. CEO Brengle stated that he would draft a letter for the Boards review at the February Board Meeting.

7. CEO REPORT

CEO Brengle provided the Board with updates on meetings he had attended, and upcoming events. CEO Brengle also announced that he would be retiring on July 4th, 2025. After some discussion a CEO Recruitment Committee was formed to consist of Director Hobin, and Pence. The Committee will work with CEO Brengle in creating a recruitment packet and presented it to the Board at the February Board Meeting for approval.

8. VICE PRESIDENTS COMMENT

Vice President Pence welcomed new Board Member Adam Noah to the Board.

A. Board Elections

After some discussion it was moved by Director Hobin, seconded by Director Sherwood, and unanimously approved to elect Director Pence as President. Then Director Hobin moved to elect Director Noah as Vice President, Director Sherwood seconded the motion, and the motion unanimously passed for Director Noah as Vice President.

9. BOARD COMMENT

No Board Comment

There being no further business to come before the 23rd District Agricultural Association the meeting was adjourned at 9:00 p.m.

John Pence
Vice President

Joe Brengle
CEO/Fair Manager

DATE

DATE

VOTE TO APPROVE AUG 14, 2024 BOARD MINUTES

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE 2024 & 2025 INTERIM CONTRACTS, INCLUDING BASE CAMP CONTRACT

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE STANDARD AGREEMENTS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE JULY, AUG, SEPT, OCT, AND NOV 2024 FINANCIALS

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE 2025 BUDGET

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE DIRECTOR PENCE AS PRESIDENT

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			

VOTE TO APPROVE DIRECTOR NOAH AS VICE PRESIDENT

DIRECTOR	Yes Vote	No Vote	Abstain
Noah	X		
Sherwood	X		
Hobin	X		
Dolphin	X		
Pence	X		
Vacant Seat			
Vacant Seat			
Vacant Seat			
Vacant Seat			