



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, July 11, 2025.

23RD DISTRICT AGRICULTURAL ASSOCIATION BOARD OF DIRECTORS PRESENT:

John Pence, President
Adam Noah, Vice President
Richard Hobin
Patrick Schoch
Bob Sherwood
Cheyenne Erickson, CEO/Fair Manager

**ALSO
PRESENT:**

Charles Southwick
Joe Brengle

1. CALL TO ORDER

President Pence called a meeting of the Board of Directors of the 23rd. District Agricultural Association at 7:02pm.

2. FLAG SALUTE

President Pence led the Flag Salute

3. ROLL CALL/DIRECTORS ABSENT

President Pence read Roll Call; All Directors were present.

4. PUBLIC COMMENTS

No Public Comment

5. ACTION ITEMS

A. CONSENT CALENDAR

- Director Noah requested additional data on the So Big Preschool contract and asked that it be brought back for review in September or October.
- Director Noah requested a new format that includes estimated expenses and more detailed data for decision-making.

President Pence asked for a motion to approve the minutes from June 11, 2025, Board Meeting. It was moved by Director Sherwood, seconded by Director Hobin to approve June 11, 2025, Minutes as presented. Motion unanimously approved.

President Pence asked for a motion to approve Interim Contracts. Director Schoch moved to amend So Big Preschool contract to end on January 1, 2026, seconded by Director Noah to approve the interim contract with the amendment. Director Hobin abstained. Motion carries.

President Pence asked for a motion to approve Standard Contracts. Director Sherwood, seconded by Director Schoch to approve Standard Contracts as presented. Motion unanimously approved.

B. COMMITTEE REPORTS

1. Executive Committee

The Executive Committee did not meet.

2. Budget and Finance Committee

a. May 2025 Financials - The Budget and Finance

- **Director Hobin requested further financial details for better strategic decision-making.** Past CEO Brengle went over the financials and additional reports. President Pence asked for a motion to approve the financials as presented. Director Sherwood made a motion to approve May 2025 Financials as presented; Director Noah seconded the motion. Motion unanimously approved.

3. Livestock Committee

a. Auction Report

CEO Erickson reported on Junior Livestock Auction balances remaining for payment.

b. CEO Erickson stated that the Fair Wrap-Up meeting will be held on September 17, 2025, at 7pm in the Red Barn Classroom.

4. Building and Grounds Committee

a. Facility Project List – CEO Erickson stated that she did not have an updated project list.

b. Building 1 – Central Heat & Air Proposal

CEO Erickson will ask the Heritage Foundation their thoughts on taking this on as a potential project.

c. Building Naming – Jack Roddy

The committee did not meet.

d. Strategic Planning Goals:

1. Homeless Issues

2. Parameter Fencing for Fairgrounds

CEO Erickson 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

The committee did not meet.

6. HERITAGE FOUNDATION REPORT

CEO Erickson stated that the Heritage Foundation was having a Carcass Contest Dinner on August 23, 2025, in Building 1 on the fairgrounds.

7. CEO REPORT

CEO Erickson provided the Board with updates on meetings with the tenants on the grounds along with the CalFire Fire Marshal. She will be attending training at the California Fair Authority Service office in Sacramento on July 24, 2025. She presented the board with a thank you card from

Susan Cannon with the details of Craig Cannon's service. She has requested that each board member meet with her 1 on 1 to discuss their goals while being on the board. CEO Erickson requested that the board approve 2026 Fair Dates as May 14 -17, 2026.

President Pence asked for a motion to approve the 2026 fair dates May 14-17. It was moved by Director Hobin, seconded by Director Sherwood to approve the 2026 fair dates May 14-17. Motion unanimously approved.

8. PRESIDENTS COMMENT

No Comment

9. BOARD COMMENT

Director Schoch wants to add 2027 fair dates discussion to the August Agenda.

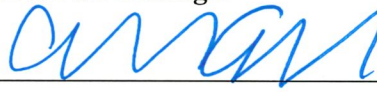
There being no further business to come before the 23rd District Agricultural Association, the meeting was adjourned at 9:10 p.m.

John Pence
Board President



DATE 8/26/25

Cheyenne Erickson
CEO/Fair Manager



DATE 8/26/25

VOTE TO APPROVE June 11, 2025 BOARD MINUTES

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

VOTE TO APPROVE INTERIM CONTRACTS

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

VOTE TO APPROVE STANDARD CONTRACTS

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

VOTE TO APPROVE 2026 FAIR DATES MAY 14-17

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

VOTE TO APPROVE MAY 2025 FINANCIALS

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