



+
**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, August 10, 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:

Angela Emmons
Tracy Campiotte
Ian Isher
Robert Bruce

1. CALL TO ORDER –

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

2. FLAG SALUTE –

President Pence led the Flag Salute

3. ROLL CALL: Present

President Pence read Roll Call; All Directors were present.

4. PUBLIC COMMENTS

Robert Bruce reported that he has been keeping track of the hours that he has spent cleaning up and taking care of the sign damage from the drunk driver who took out the fence and the sign. Robert is still awaiting any updates from the police report.

6. ACTION ITEMS

A. CONSENT CALENDAR

1. Minutes, July 9, 2025, Board of Directors Meetings.
2. Interim Contract
3. Standard Contracts

Director Shoch made a motion to approve the consent calendar. Director Sherwood seconded the motion. The motion carried.

B. COMMITTEE ELECTIONS/REVIEW

1. Safety & Security Committee

The committee of Safety and Security was created with Director Shoch and Director Pence serving on the committee.

2. Finance Committee needs additional board member.

Director Pence has agreed to join the Finance Committee.

C. COMMITTEE REPORTS

1. Executive – Pence & Noah – No report

2. Budget/Finance - Noah

a. June 2025 Financials

CEO Erickson went over all the revenue reports for the month of June. Director Sherwood made a motion to approve the June 2025 Financials. Director Shoch seconded the motion. The motion carried.

3. Livestock – Pence

a. Auction Update

Only a few outstanding buyers left from the 2025 Junior Livestock Auction. CEO Erickson sent second invoices in the second week of July.

4. Buildings, Grounds & Facility Development – Hobin & Sherwood

a. Facility Project List- CEO Erickson to give updates in her CEO report.

b. Building 1 – Central Heat & Air Proposal Update-

The Heritage Foundation meeting was cancelled CEO Erickson will ask during the next meeting.

c. Building Naming – Jack Roddy

1. Subcommittee Report – Hobin & Sherwood – no report

a. Strategic Plan Goals:

1. Homeless Issue

2. Parameter Fencing of Fairgrounds

CEO Erickson is aware of the issues and will address them when time and funds become available.

5. Fair Attractions Committee – Pence & Sherwood-

Director Sherwood reported that he attended the Nevada County Fair. He mentioned that they do a 'Treat Street' with all local sweet treats and food vendors. He suggested that we could do something similar at our fair with more local community involvement.

D. 2027 FAIR DATES

1. Discussion of dates

2. Survey for public

3. Discuss results from livestock survey

CEO Erickson went over the results from the livestock survey that she sent out in July. Most of the answers favored in keeping the fair dates the same. The concerns were about children missing school. We discussed having a better relationship with the school districts.

E. STRATEGIC PLANNING MEETING

a. Date

b. Location

c. Agenda

The board of directors asked the CEO to reach out to Judy about helping us plan the 2026 fair. The board wants to see more community involvement, local food and beverages, more education, and better grandstand events. CEO Erickson to bring back information to the September board meeting.

7. HERITAGE FOUNDATION REPORT

Carcass Contest Dinner is August 23, 2025, in building 1 at the fairgrounds. Jessica Taylor has stepped down as President of the Heritage Foundation.

8. CEO REPORT

CEO Erickson asked the board to approve travel plans to attend a Showworks training seminar in College Station, Texas November 12 & 13. Showworks is the platform the fair uses for all entries, livestock classes, and auction list.

Director Sherwood made a motion to approve the travel plans for CEO Erickson to attend the Showworks training in College Station, Texas November 12 & 13, 2025. Director Noah seconded the motion. The motion carried.

CEO Erickson discussed the meetings she attended. She announced that the fair theme will be 'Wild about the Fair' Jungle, Safari, Animal theme. CEO Erickson reported about the urgent repairs that had to be made including the fence on the corner of O st & 10th, power pole by the speedway, the window of the red barn. CEO Erickson showed the board the new website prototype. The new logo and website will be finished by the end of September.

9. PRESIDENT'S COMMENT – No report

10. BOARD RECCOMENDATIONS FOR FUTURE AGENDA ITEMS

Grounds Electric Bill
Redoing contracts

11. ADJOURNMENT

There being no further business to come before the 23rd District Agricultural Association, the meeting was adjourned at 9:07pm.



John Pence
Board President

10/8/25
Date



Cheyenne Erickson
CEO/Fair Manager

9/25/25
Date

Vote to approve Consent Calendar including July 9, 2025, Board Minutes, Interim & 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 June 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			

Vote to approve CEO Erickson attending Showworks Training in Texas Nov. 12& 13

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