

**46th District Agricultural Association**  
**SOUTHERN CALIFORNIA FAIR**  
**BOARD OF DIRECTORS AGENDA**  
**January 17, 2018 • 4:00 p.m.**  
**18700 Lake Perris Dr.**  
**Perris CA 92571**  
[www.socalfair.com](http://www.socalfair.com)

**Mission Statement**

**“The Mission Of The Southern California Fair & Event Center Is To Provide & Promote Agricultural Activities, Entertainment, Education, Recreation And Service Opportunities For All People In Riverside County”**

**1) CALL TO ORDER**

All matters noticed on this agenda, in any category, may be considered for action listed. Any item not so noticed may not be considered. Items listed on this Agenda may be considered in any order at the discretion of the chairperson.

**2) PLEDGE OF ALLEGIANCE**

Attendees of this 46th District Agricultural Association Board meeting will be asked to join the Board President in reciting the Pledge of Allegiance if they wish to do so.

**3) ROLL CALL**

The Board of Directors of the 46th District Agricultural Association are asked to introduce themselves to all in attendance.

**4) ABSENT DIRECTORS**

A motion and second is requested to excuse the absence of any Directors under this agenda item.

- Discussion
- Action (if needed)

**5) INTRODUCTION OF AUDIENCE AND GUESTS**

Audience and guests are requested to introduce themselves to the Board of Directors and other guests under this agenda item.

**6) MATTERS OF PUBLIC COMMENT**

Persons in attendance may request to speak on any item on agenda or request item to be placed on agenda at next meeting. Speakers presenting matters to the Board will be limited to three (3) minutes.

**7) Approval of Minutes See *MINUTES TAB***

- September 20, 2017 (Revised)
- November 15, 2017

**8) CORRESPONDENCE See *CORRESPONDENCE TAB***

<b>a.</b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Subject</u></b>
	11-15-17	Marie Spradlin	2017 Fair Review/Suggestions
	11-15-17	Judy Hofmann-Wade	2017 Fair Review/Suggestions
	11-15-17	Katie Keyes	2017 Fair Review/Suggestions
<b>b.</b>	<b><u>Date</u></b>	<b><u>Sent To</u></b>	<b><u>Subject</u></b>
	None		

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**INFORMATION ITEMS**

9) **UPDATE ON LOAN BALANCES:**

Current on Loan Balances

10) **FINANCIAL INFORMATION:**

(September Financials) **See *FINANCIALS TAB***

- September Financials
- Summary of Operations
- Balance Sheet
- Trial Balance Sheet
- AP Aged Invoice Analysis
- AP Payments Check Register
- AR Aged Invoice Analysis
- Payroll Check Register
- Loan Balances
- Bank Balances

11) **COMMITTEE REPORTS**

- Executive Committee – Vice President Magnuson
- Renters Committee-Director Scott
  - Approval of Contracted Agreements
    - Contract Lists will be provided at meeting

CEO Wuersch will provide information and updates.

12) **LAKE PERRIS SPORTS PAVILION:**

CEO Wuersch will provide information and updates.

- Discussion
- Action (if needed)

13) **IAFE CONVENTION:**

CEO Wuersch to provide information and an update.

- Discussion
- Action (if needed)

14) **WFA CONVENTION:**

CEO Wuersch to provide information and an update.

- Discussion

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Action (if needed)

**15) FAIR WRAP UP:**

Board and Staff to determine a date for the 2017 Fair Wrap Up.

Discussion

Action (if needed)

**16) BOARD TRAINING/STRATEGIC PLANNING See **TRAINING MINUTES TAB****

- Strategic Planning Committee
  - ✓ CEO and Staff to determine a date for Training which was postponed at November Board Meeting.

**17) POLICY MANUAL**

**18) DELEGATION OF AUTHORITY**

In accordance with accepted guidelines by the Division of Fairs and Expositions and as established in the annual audit, a request is hereby made to authorize CEO to execute Rental Agreements and Standard Agreements up to an amount to be determined by Board, as long as contracts do not exceed a one-year term. Without further authorization from the Board of Directors. All such executed agreements, however are to be submitted to the Board of Directors for review at the subsequent meeting. This delegation is effective through December 31, 2018.

Discussion

Action

**19) CREDIT CARD POLICY**

Staff requests motion to authorize CEO to utilize a “Check Card” tied to operating account of the District held at US Bank for purchases required for operation of the Southern California Fair and non-Fair operations in an amount to be determined by the Board per transaction. In addition, all activity to be documented and presented to the Board President and/or Vice President on a monthly basis for review and approval.

Discussion

Action

**20) NOMINATION COMMITTEE:**

Nomination Committee to nominate 2018 Board President and Vice President for vote:

Discussion

Action (if needed)

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**21) IMPORTANT DATES**

**Board Meetings are held on the third Wednesday of the month at 4:00 pm unless otherwise specified:**

February 21, 2018  
March 21, 2018  
April 18, 2018  
May 16, 2018  
June 20, 2018  
July 18, 2018  
August 15, 2018  
September 19, 2018  
October TBD  
November 21, 2018  
December TBD

**22) MATTERS OF INFORMATION**

- a. Manager Comments
- b. Director Comments
- c. Other, if any

**23) CLOSED SESSION**

For purposes of discussing matters of 1) pending litigation, 2) real property negotiations, and personnel matters related to the General Manager under Government Code Section §11126. The Board will meet in Closed Session to confer with and/or receive legal advice from counsel or the represented delegate. All guests and audience will be asked to adjourn meeting at this time.

- Personnel matters related to the General Manager under Government Code Section §11126
  - Discussion
  - Action (if needed)

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**24) ADJOURNMENT**

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**Carl L. Wuersch, CEO/Sec-Mgr**

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**Date**