



BOARD OF DIRECTORS AGENDA REPORT

MEETING DATE: **OCTOBER 26, 2023** ITEM: **8C**

SUBJECT: **Vote on Whether or Not to Approve Staff Request for
Out of State Travel to Attend the 2023 IAFE Convention
November 26-29 in Salt Lake City, UT**

DATE: October 20, 2023

FROM: Michele Richards, CEO

PRESENTATION BY: Michele Richards, CEO

Action Item

BACKGROUND

Out-of-state travel by District employees requires approval by the Board of Directors. Generally, this travel is anticipated by staff, included in each year's budget and approved by the Board accordingly.

However, during the budget process for 2023, the California travel ban to certain states was still in effect. The ban included travel to Utah, so staff was unable to include attendance at the 2023 International Association of Fairs & Expositions (IAFE) annual convention in Salt Lake City in the 2023 budget.

Since the travel ban has been repealed, staff is now seeking approval to send CEO Michele Richards and COO Ken Karns to the convention November 26-29, 2023.

RECOMMENDATION

Staff is recommending approval for out-of-state travel for CEO Richards and COO Karns to attend the 2023 IAFE Convention November 26-29 in Salt Lake City, UT.