



## Board of Directors Meeting

October 26, 2023

Good morning.

The meeting will begin just after 9:30 a.m. For members of the public on Zoom – for Public Comment, please use the chat function to communicate to the meeting secretary to indicate which agenda items you would like to speak to.

Please keep your device on mute until called upon to speak.

If using the Zoom dial-in option, use \*6 to mute and un-mute your phone.

*Please take notice that this public meeting of the 32nd District Agricultural Association, a California state institution, is being recorded using video recording equipment. Please also take notice that the 32nd District Agricultural Association will release video recordings of its public meetings where required under California law.*

**Please keep your device on mute**

The Mission of OCFEC is...

Creating equitable community access to  
agriculture, entertainment, cultural and  
educational experiences



### 3. Pledge of Allegiance



## 4. Roll Call

### **Board of Directors**

Chair Newton Pham

Vice Chair Nick Kovacevich

Director Doug La Belle

Director Natalie Rubalcava-Garcia

Director Robert Ruiz

Director Barbara Bagneris

Director Tanya Bilezikjian

Director Dimetria Jackson



## 5. Minutes

### **A. Board meeting held September 28, 2023**

#### Action Item



## 6. Matters of Public Comment

Public comment is allowed on issues NOT on the current agenda. However, no debate by the Board shall be permitted on such public comments, and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Speakers are requested to sign in prior to the start of the meeting and are limited to three minutes.

Comments will be accepted on all other agenda items at the time each item is listed on the agenda. Speakers wishing to address the Board on items on the agenda are requested to sign in prior to the start of the meeting and identify the agenda item(s) on which you desire to address the Board. Speakers are limited to three minutes.



## 7. Consent Calendar

All matters listed under Consent Calendar are operational matters about which the Board has governing policies, implementation of which is delegated to the CEO. They will be enacted in one motion by category in the order listed below. There will be no discussion of these items prior to the time the Board of Directors votes on the motion, unless members of the board, staff or public request specific items to be discussed separately and/or removed from this section.

Any member of the public who wishes to discuss Consent Calendar items should notify the Chair of the Board, at the time requested and be recognized by invitation of the Chair to address the Board.





## 8A. Presentation of 2022 Audit by Financial Monitoring & Audit Committee and Vote on Whether or Not to Accept

The Financial Monitoring and Audit Committee has reviewed the 2022 audit report with representatives of Lance Soll & Lunghard, the audit firm contracted by the District.

The audit report indicates that the financial statements present fairly in all material respects and that there are no deficiencies in internal controls.

The Financial Monitoring and Audit Committee will present the draft document for the Board's approval and filing with the California Department of Food & Agriculture (CDFA).

### **RECOMMENDATION:**

The Financial Monitoring & Audit Committee and staff recommend acceptance of the 2022 audit report and filing with CDFA. Additionally, the committee and staff wish to thank Lance, Soll & Lunghard for their work.





## 8B. Discussion Regarding District's Legislative Priorities for Inclusion in 2024 Budget

Prior to 2021, the District contracted with a legislative representation services firm to advocate on the District's behalf to California legislators regarding pending legislation impacting the District.

To cut expenses during the pandemic, the District eliminated this service, choosing instead to rely on advocacy efforts available through the District's membership in the California Fairs Alliance. At the request of Director La Belle, \$30,000 was included in the 2023 budget and a Request for Proposal (RFP) process was initiated to reinstate legislative representation services.

Staff presented the contract with the winning bidder for Board approval at the September 2023 Board of Directors meeting. During the meeting, Director La Belle recommended that the contract for legislative representation services not be approved, but instead that the Board should first discuss legislative priorities for the District at a future Board meeting, initiate another RFP process and include funds for legislative representation services in the 2024 budget



## 8B. Discussion Regarding District's Legislative Priorities for Inclusion in 2024 Budget

The Board will discuss legislative priorities for the District and provide staff direction regarding legislative representation services.

### **RECOMMENDATION:**

Staff is recommending that the Board consider utilizing legislative representation services on a special projects basis only as needed. The vast majority of legislative issues impacting the District are addressed through the lobbyist for California Fairs Alliance for which the District is a key member. Should an issue specifically impacting the 32nd DAA arise, staff's recommendation is for the District to utilize a legislative representation services firm on a special project basis, rather than retaining a firm on an ongoing basis.



## 8C. 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

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.



## 8D. Presentation of Proposed 2024 Board Meeting Schedule and Vote on Whether or Not to Approve

Board Policy 3.05 states, “Regular meetings of the Board of Directors will be held monthly on the fourth Thursday or at the discretion of the Board Chair, for no less than eight months per year, with the exception of the November meeting which will be held on the third Thursday or at the discretion of the Board Chair. The December regular meeting date will remain at the Board Chair’s discretion. Because the 32nd DAA hosts the annual OC Fair from mid-July to mid-August, there will not be a July or August Board meeting unless specifically requested and approved by the Board.”



## 8D. Presentation of Proposed 2024 Board Meeting Schedule and Vote on Whether or Not to Approve

Based on the Board's approved schedule for meetings in 2023, staff is recommending the following schedule for 2024:

- January 25, 2024 at 9:30am
- February 22, 2024 at 9:30am
- March 28, 2024 at 9:30am
- April 25, 2024 at 9:30am
- May 23, 2024 at 9:30am
- June 27, 2024 at 9:30am
- NO MEETING IN JULY
- NO MEETING IN AUGUST
- September 26, 2024 at 9:30am
- October 24, 2024 at 9:30am
- November 21, 2024 at 9:30am
- December 19, 2024 at 9:30am

### **RECOMMENDATION:**

Approve the 2024 Board meeting schedule as presented.



## 8E. Consideration of and Vote on the Board of Directors Nominating Task Force Recommendation and Election of Board Officers

At the September 28, 2023 Board meeting, Chair Pham appointed Directors La Belle and Rubalcava-Garcia to serve on a two-person task force to recommend Officers of the Board for the upcoming year.

The Task Force members will present their recommendation for Board Chair and Vice Chair for the 2023-2024 term. The new Board Chair and Vice Chair will assume leadership after the October 26, 2023 Board meeting.

### **RECOMMENDATION:**

Approve the Task Force's recommendations for Board Chair and Vice Chair.





# 8F. Committee/Ad Hoc Committee/Liaison Reports

## INFORMATION ITEM:

To assure compliance with the Bagley-Keene Open Meeting Act, Committee reports are only for the purpose of the Committee chair, Ad Hoc Committee members or Liaison to provide a verbal update. Should the Board want to discuss any Committee work item not already on the agenda; those would need to be agendized for a future Board meeting.

- i. **Leadership Committee** (Chair Pham, Committee Chair; Vice Chair Kovacevich)
- ii. **Financial Monitoring and Audit Committee** (Vice Chair Kovacevich, Committee Chair; Director Bagneris)
- iii. **Facilities Committee** (Director Ruiz, Committee Chair; Director La Belle)
- iv. **Governance Committee** (Director Rubalcava-Garcia, Committee Chair)
- v. **Community Affairs Committee** (Director Bagneris, Committee Chair; Chair Pham)
- vi. **Entertainment and Business Development Committee** (Director Rubalcava-Garcia, Committee Chair)





# September 2023 Financials

	Actual	Budget	Variance Favorable (Unfavorable)
September Revenue	\$ 2,636,853	\$ 2,097,571	\$ 539,282
September Expenses	<u>\$ 4,601,127</u>	<u>\$ 3,514,240</u>	<u>(\$ 1,086,887)</u>
September Net Proceeds/(Loss)	<u>(\$ 1,964,274)</u>	<u>(\$ 1,416,669)</u>	<u>(\$ 547,605)</u>
YTD Net Proceeds/(Loss)	<u>\$ 11,774,560</u>	<u>\$ 9,597,124</u>	<u>\$ 2,177,436</u>



# Cash and Cash Equivalents

	<u>September 30, 2023</u>	<u>September 30, 2022</u>
Cash on Hand	\$ 4,154,611	\$ 4,035,519
Investments	<u>\$54,982,873</u>	<u>\$73,652,315</u>
Total Cash and Cash Equivalents	<u>\$59,137,484</u>	<u>\$77,687,834</u>
Year over Year Change	<u>(\$ 18,550,350)</u>	
Year over Year % Change	-23.9%	



# Equestrian Center (Dept. 25)

## September 2023 Financials

	Actual	Budget	Variance Favorable (Unfavorable)
September Revenue	\$ 98,698	\$ 117,422	(\$ 18,724)
September Expenses	<u>\$ 171,187</u>	<u>\$ 227,176</u>	<u>\$ 55,988</u>
September Net Proceeds/(Loss)	<u>(\$ 72,489)</u>	<u>(\$ 109,754)</u>	<u>\$ 37,265</u>
YTD Net Proceeds/(Loss)	<u>(\$ 770,975)</u>	<u>(\$1,227,547)</u>	<u>\$456,572</u>



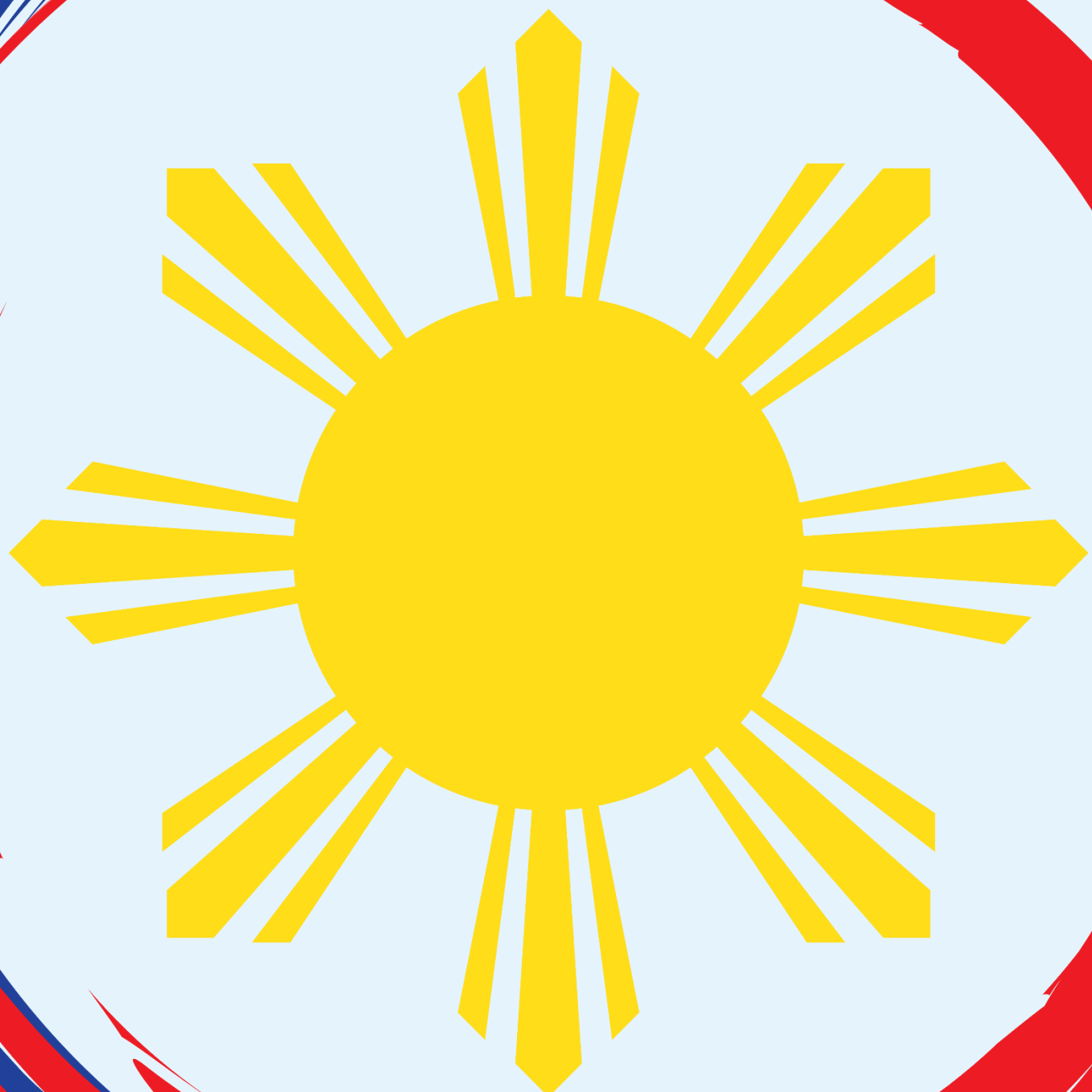
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- vi. **Entertainment and Business Development Committee** (Director Rubalcava-Garcia, Committee Chair)





**FILIPINO**  
**AMERICAN**  
*HISTORY MONTH*



# National Disability Employment Awareness Month



# 10. CEO's Operational Announcements & Updates

- RFP for independent operator for equestrian center – expected release early December
- 60% conceptual design completion of Administration Building project nearing completion – presentation in November
- 2024 budget process in full swing – Budget Study Session 11/7
- 2024 OCBC Economic Forecast Conference held 10/19





# EVENTS UPDATE



Thru – Oct 31



Oct 26



Oct 27 - 29



Nov 3 - 4



Nov 11 - 12



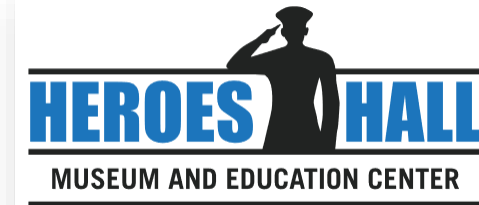
Thursdays







Nov 4  
Winter's Sweet Harvest  
with Persimmons



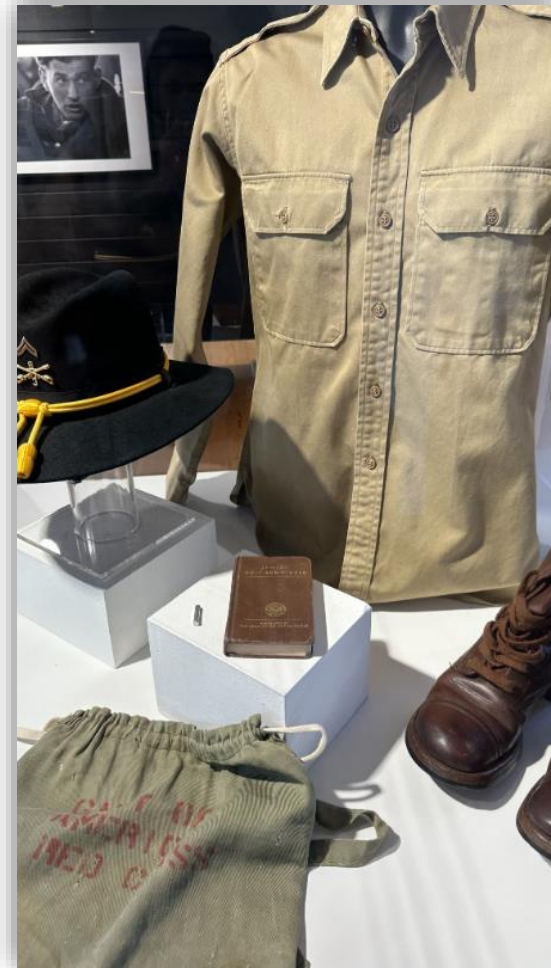
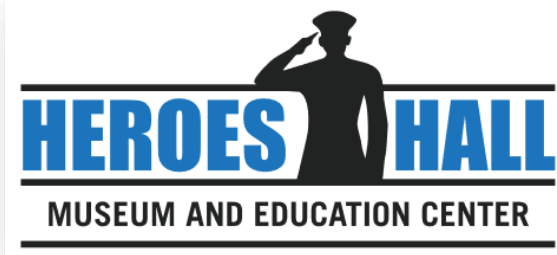
Nov 11  
2pm – 4pm







Jr. Farmer Tours  
& Discovery Days



Thru March 2024





# HAPPY OCTOBER BIRTHDAY!

## DIRECTOR LA BELLE



# **11. Board of Directors Matters of Information**

**Financial Monitoring & Audit Committee Meeting**  
**Budget Study Session – Nov. 7<sup>th</sup> at 3pm**



**Next Board Meeting**

**November 16, 2023**

