



BOARD OF DIRECTORS AGENDA REPORT

MEETING DATE: **OCTOBER 23, 2025** ITEM: **10C**

SUBJECT: **Vote on Whether or Not to Approve Staff Request for Out of State Travel to Attend the 2026 Western Fairs Association Convention January 18-21, in Reno, NV**

DATE: October 17, 2025

FROM: James Canfield, CEO

PRESENTATION BY: James Canfield, CEO

Action Item

BACKGROUND

The State of California requires Board approval for all out-of-state travel by staff. Historically, the Board of Directors approves staff travel expenses as part of the annual budget.

However, the annual Western Fairs Association Convention in 2026 will be held in Reno, Nevada January 18-21, and there is an opportunity for staff to take advantage of lower cost travel arrangements if those reservations can be made now.

Staff is requesting approval for approximately twenty-five individuals (including staff and Board members) to travel to Reno, NV, to attend the 2026 Western Fairs Association Convention, at an estimated total cost of \$35,000.

RECOMMENDATION

Approve staff's request for out-of-state travel to attend the 2026 WFA Convention January 18-21 in Reno, Nevada.