

# MINUTES

## REGULAR MEETING OF CALIFORNIA FAIR SERVICES AUTHORITY BOARD OF DIRECTORS

October 7, 2015

1776 Tribute Road, Suite 100, Sacramento, CA 95815

Brian Bullis, Board Chair  
Mariposa County Fair (35-A DAA)

Dan Jacobs, Vice-Chair  
Antelope Valley Fair

Patricia Conklin, Director  
Dixon May Fair (36<sup>th</sup> DAA)

John Quiroz, Director  
Division of Fairs & Expositions

John Scurfield, Director  
Chowchilla-Madera County Fair

Larry Moss, Director  
Public Member

Christy Layton, Legal Counsel to CFSA  
Renne Sloan Holtzman Sakai LLP

John Vasquez, Board President  
California Fairs Financing Authority

Becky Bailey-Findley, Executive Director  
California Fair Services Authority

Rebecca Desmond  
Deputy Executive Director  
California Fair Services Authority

Kevin Wright, Mgr of Business Services  
California Fair Services Authority

Melissa Thurber, Communications  
California Fair Services Authority

Raechelle Gibbons, Controller  
California Fair Services Authority

Charlie Mitchell, Risk Manager  
California Fair Services Authority

Tom Amberson  
California Fair Services Authority

Barbara Tyler, Claims Manager  
California Fair Services Authority

Bryan Eubanks, Construction Manager  
California Fair Services Authority

### I. CALL TO ORDER

Pursuant to the meeting notice, a regular meeting of the California Fair Services Authority (CFSA) Board of Directors was convened at 10:04 a.m., October 7, 2015, by Board Chair Brian Bullis, in the conference room at 1776 Tribute Road, Suite 200, Sacramento, California.

## II. APPROVAL OF MINUTES

Moved by Director Scurfield and seconded by Director Moss to adopt **Resolution No. 15-22** approving the minutes of the regular meeting of June 3, 2015, as amended to the Board of Directors.

Ayes: Chair Bullis, Directors Jacobs, Conklin, Quiroz, Scurfield, Moss  
Noes: None  
Abstain: None  
Absent: Director Wolcott

## III. CONSIDERATION AND REVIEW OF CALIFORNIA FAIRS FINANCING AUTHORITY (CFFA) FINANCIAL SUPPORT

CFSA Executive Director Becky Bailey-Findley reported that CFFA experiences cash flow challenges due to the unpredictable nature of fairs' implementing construction projects, delays due to contract disputes, and the natural timing challenges of the fair season. Consequently, CFFA Board President Vasquez directed CFFA management to research an option of securing a line of credit from CFSA and/or entering into a payment agreement with CFSA for monthly services, with interest paid on the amounts owed.

Discussion also included potential modifications to CFSA Loan Program Guidelines to permit a loan or line of credit to CFFA.

Moved by Director Conklin and seconded by Director Scurfield to adopt **Resolution No. 15-23** authorizing CFSA to enter into a payment plan agreement with the California Fairs Financing Authority (CFFA) for CFFA's payment of past due invoices to CFSA, upon the same terms provided to CFSA member fairs who are in arrears to CFSA, and further authorizes the CFSA Board President to execute the payment plan agreement with CFFA.

Ayes: Chair Bullis, Directors Jacobs, Conklin, Quiroz, Scurfield, Moss  
Noes: None  
Abstain: None  
Absent: Director Wolcott

## IV. CLOSED SESSION

The Board adjourned from regular session at 10:37 a.m. and went into closed session to discuss liability claims involving:

Tanya Purvis and Kyle Purvis and the 27<sup>th</sup> DAA

Edwardo Marquez and the 31<sup>st</sup> DAA

David B. Thompson and the 32<sup>nd</sup> DAA

Stuart P. Titus and Caroline Titus and the Humboldt County Fair Association

Caryl Horton and the San Mateo County Exposition and Fair Association

Lucy Miranda and the National Orange Show

Antonio York and the Desperados Motorcycle Club (at the 1-A DAA)

Workers Compensation claims involving:  
Christene Castanon and the Los Angeles County Fair Association

Public Employee Performance Evaluation Title: Executive Director

**V. REGULAR SESSION**

The Board adjourned from closed session at 12:14 p.m. There was no reportable action taken during closed session. After a break, regular session was reconvened at 12:33 p.m.

**VI. CFSA STRATEGIC PLANNING WORKSHOP INCLUDING UPDATE OF STRATEGIC GOALS**

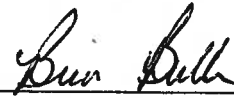
Executive Director Bailey-Findley led a discussion on the five strategic goals of CFSA, a review of the CFSA Human Capital and setting priorities for critical staff functions for 2016.

**INFORMATIONAL ITEMS**

1. The General Liability program audit was presented.
2. Staff reports were presented as written:
  - a. Administrative Services
  - b. Risk Management
  - c. Construction Department
  - d. Finance Department
  - e. Risk Control
3. 2016 Budget Process: Board Chair Bullis appointed directors Jacobs and Wolcott to serve on the 2016 Budget Committee with him. A committee meeting was set for November 10, 2015 at 1 p.m..
4. Executive Director Report was presented by Becky Bailey-Findley.
5. Director's Reports:
  - a. Director Pat Conklin mentioned that the State Rules Committee was meeting the next day at Cal Expo.
  - b. Director Dan Jacobs offered thanks to the staff of CFSA for jobs well done.
  - c. Chair Bullis echoed Director Jacobs' comments.
6. Next Board meeting:  
Scheduled for Wednesday, December 2, 2015 at 10:00am.

**VII. ADJOURNMENT**

The meeting was adjourned at 2:47 p.m.



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CHAIR

ATTEST:



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SECRETARY