



## Mission Statement

*"The mission statement of the Sonoma County Fair Foundation is to raise and steward funds to support facility improvements and special projects of the Sonoma County Fair and to support and strengthen agricultural education in Sonoma County."*

## **Sonoma County Fair Foundation Board Meeting Agenda Friday, March 1, 2024, at 9:00 a.m.**

**Administration Board Room - Sonoma County Fairgrounds  
1350 Bennett Valley Road Santa Rosa, CA**

**MEMBERS:** Pat Emery, President; Les Perry, Secretary; Christine Margetts, Treasurer; Marilyn Herzog, Terry Lindley, Summer Jeffus, Ken Lafranchi, Marcia Mickelson, Annette O'Kelley

## **AGENDA**

1. Approval of the February 2, 2024, Fair Foundation Meeting Minutes (Attachment #1)
2. Discussion and possible action regarding the use of Saralee's Barn during the 2024 Fair.
3. Discussion and possible action regarding Rent Consideration Request received from Sonoma Family Meal for use of the Saralee & Richard's Barn for a fundraiser on November 9, 2024 (Attachment #2)
4. Report on the status of Fair activities.
5. Other items of interest
6. Request for Future Agenda Items
7. Adjournment

**NEXT MEETING: April 5, 2024**



**DRAFT MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
Sonoma County Fair Foundation**

**Meeting Date and Time:** February 2, 2024, at 9:00 am

**Meeting Place:** Administration Board Room

**Directors Present:** Pat Emery, President; Secretary; Christine Margetts, Treasurer; Annette O’Kelley, Marcia Mickelson, Ken LaFranchi, Terry Lindley

**Directors Absent:** Summer Jeffus, Marilyn Herzog, Les Perry

**Others Present:** CEO Becky Bartling, COO Matt Daly, CFO Cyndy Dalbeck, Isaac Gentry, Debbie Townsend, Jennifer Herrera,

President Pat Emery called the meeting to order at 9:00 a.m.

**Approval of Minutes of Previous Meeting on January 5, 2024:**

Director Lindley made the motion to approve the January 5, 2024 meeting minutes with the following corrections: Remove Marcia Mickelson from being present; Remove (11 steers) from discussion and possible action item on page 2 in regards to the Cloverdale FFA Jamison Awards; Director O’Kelley seconded the motion; **the motion passed unanimously.**

**Discussion and possible action to approve financial statements through December 2023**

Treasurer Margetts stated that there had not been any financial activity yet for 2024, the financial statements are in draft form because they are still waiting on 4<sup>th</sup> quarter statements to come in. Director Mickelson made the motion to approve draft financial statements without the 4<sup>th</sup> quarter statements, Director Lindley seconded the motion. **The motion passed unanimously.**

**Report on the status of Fair activities and implications for the Foundation:**

President Emery stated that he would like to focus on strengthening agriculture education and infrastructure projects. CEO Bartling provided an update on horse racing. Horse racing will happen in 2024 but she is uncertain about 2025. CARF is trying to build a location to replace Golden Gate Fields somewhere else in northern California. Golden Gate Fields will close in June 2024. Because of the uncertainty of horse racing, CEO Bartling recommends holding off on active infrastructure projects, but to continue brainstorming discussions and research, and focusing on agriculture education until we have a definite answer to what is happening with horse racing. CEO Bartling is working with a real estate company that has completed a property evaluation of the Jockey Club. Superintendent Gentry updated the Foundation on the restructuring of the front of Grace Pavilion and expects the project to be completed this spring. Director O’Kelley shared that Sonoma and

## ATTACHMENT # 1

Petaluma schools have shown interest in participating in the intern program. President Emery recommends moving the Fair Foundation meeting to every other month. **No action was taken.**

### **Other items of interest**

None

### **Future Agenda Items**

None

President Emery adjourned the meeting at 9:56 a.m.

**NEXT MEETING: April 5th, 2024**

### Sonoma County Fair Foundation

The mission statement of the Sonoma County Fair Foundation is to raise and steward funds to support facility improvements, to conduct special projects of the Sonoma County Fair and to support and strengthen agricultural education in Sonoma County.

### Request for Rent Consideration for Use of Saralee & Richard’s Barn Policies and Procedures

- 1) All requests for rent consideration will be reviewed and acted upon by the Sonoma County Fair Foundation Board of Directors.
- 2) Proposals will only be accepted from non-profit organizations requesting rent considerations for events that provide a community benefit and/or has an educational focus.
- 3) Only written requests will be accepted and must be submitted at least two months in advance of the requested facility use. Even if an organization has received consideration in the past, the organization must submit a request for any rent consideration.
- 4) Should fee consideration be granted, all direct costs realized by the Sonoma County Fair will be charged. These fees may be estimated and could include:
  - Heat
  - Utilities (water, gas and electricity)
  - Set-up, teardown and cleaning
  - Use or call-outs of Fair Staff outside of regularly scheduled work hours
  - Cost of moving equipment
  - Gate staffing
  - False Alarms
- 5) Waiver or reduction of rental fees for the use of the electronic signboard and the marquee will not be considered.

Organization Name: \_\_\_\_\_ Sonoma Family Meal \_\_\_\_\_

Contact Name/Phone/Email: Whitney Reuling, [whitney@sonomafamilymeal.org](mailto:whitney@sonomafamilymeal.org), 707-694-6420

#### Rent Wavier or Reduction Consideration Request:

1) The mission of the organization:

Sonoma Family Meal cultivates the community and creates opportunities by providing job training, quality emergency meals and support for the local food ecosystem.

- a. Yes No: We are a non-profit organization
- b. Yes No: Our mission is to service Agriculture or Youth Education

2) The date(s) you are requesting the use of Saralee & Richard’s Barn: \_\_\_\_\_ 11/9/24 \_\_\_\_\_

3) Alternative date(s) you will accept if your first choice is not available (weekday requests are more likely to be granted than are weekends): \_\_\_\_\_

4) The purpose of the event:

The event is our annual benefit and our largest and most important fundraiser of the year. Proceeds will support Sonoma Family Meal food insecurity program, which provides over 200 meals per month to local food-insecure residents. And it will also support our bilingual, culinary job training program, a tuition-free, 9-week hands-on job training program, that will serve over 30+ people in 2024.

5) An estimate of how many people will be served:    150-200

6) Information about rent consideration provided by the Fair or the Foundation in the past:

We were told about the rent consideration when we visited the venue in January and Debra provided us with the rent consideration form.

7) Any other pertinent information?

The event will be titled "Wasted" and the event menu will focus on minimizing food waste: the first part of the evening will be a tasting featuring local chefs and restaurants, who will provide guests with bites featuring "food waste" (think carrots tops, mushroom trimmings etc.) and guests will taste the various dishes and vote on a winner. The tasting reception will be followed by a seated family-style dinner, with a short program featuring a video and auction. The event will truly focus on Sonoma County's food community, including chefs, farmers and of course, Sonoma Family Meal. We are really excited to be hosting the event at the fairgrounds.

If you would like to make a donation to the work of the Foundation, please indicate the amount here: \$ \_\_\_\_\_ . We appreciate your support of our effort to foster ag education and to sustain the health of the Sonoma County Fair.

For Foundation Use

Board Meeting Agenda Date: \_\_\_\_\_

Decision: \_\_\_\_\_ Grant      \_\_\_\_\_ Not Approved

Comments: \_\_\_\_\_

Approved: \_\_\_\_\_

Foundation President Signature

**Please email completed form to: dtownsend@sonomacountyfair.com  
 Or mail to: Sonoma County Fair Foundation, Attn: Debbie Townsend  
 1350 Bennett Valley Road, Santa Rosa, CA 95404  
 Questions: (707) 545-4200 x205**