



**NOTICE OF MEETING**  
**Solano County Fair Association**

**Regular Meeting of the Board of Directors**

*to be held*

**Wednesday, January 17, 2024, at 6:00 pm**

**Solano County Fairgrounds**  
**900 Fairgrounds Drive, Vallejo CA 94589**  
**Directors' Room**

**This meeting will also be accessible via remote access at this Zoom link:**

<https://us02web.zoom.us/j/86002543644?pwd=eGpFajRqZUQvZ0x4MkktNXJWVG5Odz09>

**Meeting ID: 860 0254 3644**

**Passcode: 124293**

**Dial In: 669 900 9128**

***148 days until the 75<sup>th</sup> Annual Solano County Fair***  
***Thursday, June 13 – Sunday, June 16, 2024***

**Directors**

George Kennedy, President, District 2  
Norma Placido, Vice President, District 1  
Shawn Smith, Treasurer, District 2  
Manuel Angel, Director District 1  
James Ballard, Director District 5  
Deborah Dickson, Director District 3  
Joe Joyce, Director District 3  
Jeff Moorhead, Director District 5  
Rhonda Rochon-Smith, Director District 1  
Lee Williams, Director District 5

**Staff**

Kim Alexander-Yarbor, Deputy County Counsel, County of Solano  
Joe Barkett, Consultant  
Becky Bailey-Findley, Consultant, Findley Group  
Kelly Fletcher, Professional Event Services (PES)  
Stephen Hales, Operations Manager, Solano County Fair Association  
Nancy Nelson, Senior Management Analyst, County of Solano  
Valerie Williams, Interim CEO, Solano County Fair Association

## Our Mission

*To ensure a positive experience for the public by providing a year-round multi-purpose venue that showcases and celebrates the wide variety of resources and activities to our diverse communities.*

## Matters of Information.

*The Solano County Fair Association does not discriminate against persons with disabilities. If you wish to attend this meeting and you will require assistance to participate, please call the Fair Association's Administration Office at (707) 551-2000 at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility to this meeting.*

*Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Solano County Fair Association's Administration Office, 900 Fairgrounds Drive, Vallejo, California or at the Solano County Government Center, 675 Texas Street, Fairfield, California. These materials may also be viewed on the Solano County Fair Association's website at [www.scfair.org](http://www.scfair.org)*

## AGENDA

### **Regular Board Meeting**

**Wednesday, January 17, 2024, at 6:00 pm**

**1. CALL TO ORDER** – Presenter: President Kennedy – Items 1-6

All matters noticed on this agenda, in any category, may be considered for action as listed. Any items not so noticed may not be considered. Items listed on this agenda may be considered in any order, at the discretion of the Chair.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. CHANGES TO OR DELETIONS FROM THE AGENDA**

**5. APPROVAL OF THE AGENDA**

**6. PUBLIC COMMENT**

*This is your opportunity to address the Board on a matter not listed on the agenda, provided that the comments are within the subject matter jurisdiction of the Board. Comments are limited to 3 minutes per speaker.*

**ACTION:** Information only.

**7. REVIEW OF MINUTES OF BOARD MEETINGS** Presenter: President Kennedy  
Regular Board Meeting of Wednesday, December 13, 2023.

**ACTION:** Possible approval of submitted minutes for the Regular Board Meeting of Wednesday, December 13, 2023.

- 8. CORRESPONDENCE** - Presenter: Interim CEO V. Williams
- Solano Hispanic Chamber of Commerce – Certificate of Appreciation & Membership
  - Benicia Chamber of Commerce – Installation Dinner Invitation
  - 2024 State Rules for California Fairs:
    - Circular letter F2023-08
    - 2024 State Rules for California Fairs & Addendums I-III
    - Secretary Exhibitor Handbook Letter

**ACTION:** Information only.

- 9. CLOSED SESSION** – Presenters: President Kennedy, Becky Bailey-Findley, Findley Group, Consultant, Kim Alexander-Yarbor, Deputy County Counsel, County of Solano.

**PUBLIC EMPLOYEE APPOINTMENT- Solano County Fair Association Chief Executive Officer** (California Government Code Section 54957(b))

Presenters: CEO Search Ad Hoc Committee & Becky Bailey-Findley, Findley Group

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

(California Government Code Section 54956.8 -- 1 case.)

Property: 900 Fairgrounds Drive, Vallejo, CA

Agency negotiator: SCFA Executive Committee – President George Kennedy, Interim CEO Val Williams, Joe Barkett, Consultant, Becky Bailey-Findley, Findley Group, Consultant & Kim Alexander-Yarbor, Deputy County Counsel, County of Solano

Negotiating parties: Solano County Fair Association / County of Solano

Under Negotiation: Price and Terms

- 10. REPORT ON ACTIONS, IF ANY, TAKEN DURING THE CLOSED SESSION**

Presenter: President Kennedy

- 11. SALARY: SOLANO COUNTY FAIR ASSOCIATION CHIEF EXECUTIVE OFFICER APPOINTEE** – Presenter: B. Bailey-Findley

Report & discussion of Chief Executive Officer Appointee Salary.

**ACTION:** Possible approval of Salary for Chief Executive Officer Appointee.

- 12. FINANCE COMMITTEE REPORT** – Presenters: Interim CEO V. Williams, K. Fletcher, Treasurer S. Smith

- 2022 Audit
- 2024 Budget
- Financial Update

**ACTION:** Possible acceptance of 2022 Audit.

- 13. FAIR PLANNING UPDATE** – Presenters: Interim CEO V. Williams, K. Fletcher & S. Hales

**ACTION:** Information only.

- 14. WESTERN FAIRS ASSOCIATION CONVENTION & TRADE SHOW**

**Director's Report on participation** – Presenters: President Kennedy, Treasurer S. Smith, Director M. Angel, Director D. Dickson, Director R. Rochon Smith & Director J. Joyce. Not to exceed 3 minutes per Director. Moderator: Interim CEO V. Williams

**ACTION:** Information only.

**15. CEO'S REPORT** - Presenter: Interim CEO V. Williams

- Western Fairs Association Convention & Trade Show
- Sponsorships
- Grants
- Fairgrounds Tour

**ACTION:** Information only.

**16. PRESIDENTS REPORT** - Presenter: President Kennedy

**17. DIRECTORS COMMENTS ON NON-AGENDIZED ITEMS**

Not to exceed 3 minutes per Director. Moderator: Interim CEO V. Williams

**ADJOURNMENT** – Presenter: President Kennedy

Adjourn the meeting until the Regular Meeting of the SCFA Board of Directors on Wednesday, February 21, 2024, at 6:00 pm.

**Date of Notice: Friday, January 12, 2024**