

**Chowchilla-Madera County Fair  
Special Board of Directors Meeting  
May 7, 2020**

**AGENDA**

Call Meeting to Order

Roll Call (List Board members who are in attendance and those who are absent)

**Reports:**

1. New Business:

- a. Review/Approval of AB 1499
  - Review/Approve Resolution
  - Review/Approve MOU and attached documents
- b. Update on the Paycheck Protection Program
- c. Request/Transfer of Funds
- d. Drive Thru Food Event

Adjourn:

First, I'm sorry this is long. I looked at the website of other nonprofit fairs as well as DAA fairs, to see what they post to Notice the Public. Some fairs (DAA's and nonprofit) post something similar to what is in Example #1, some post a condensed version, and some do not post anything at all (Agendas). Example #2 is what I prepared and think would fit us based on our limited space availability, and it makes it easier to address written issues/items. I feel we are still allowing the public to participate if we go with Example #2. Also, I noticed in some agendas from other fairs it appears that the public is allowed to stay during the entire Board meeting. My opinion is if the Board members decide that they want to have a person attend a meeting, that person can be contacted. I don't think we want anyone to attend an entire meeting. What do you think?

#### Example #1

Members of the public are invited to address the Chowchilla-Madera County Fair (CMCF) Board during public comment on any matter. Items not on the agenda cannot be acted upon or addressed by the Board.

Any request for an item to be placed on the agenda must be made in writing and be mailed to the Chowchilla-Madera County Fair, P. O. Box 597, Chowchilla, CA 93610 or emailed to [info@chowchillafair.org](mailto:info@chowchillafair.org) no later than 4:30 pm fourteen (14) days prior to the regular board meeting.

CMCF Policy: Persons requesting to be heard before the board may be given a three-minute time limit to make their comments regarding any topic. No person will be allowed to give their time limit to another person to increase that person's time allowed. The Board President may limit the number of participants during public comment in order to proceed with the agenda. Public comment is reserved for items that are not on the agenda but under the jurisdiction of the Board.

#### Example #2

Members of the public are invited to submit in writing ten days prior to a scheduled Board meeting any item that they wish the Board members to address. Items that you wish to be addressed must come under the jurisdiction of the Chowchilla-Madera County Fair (CMCF) Board. Any request for an item to be addressed must either be emailed to [info@chowchillafair.org](mailto:info@chowchillafair.org) or submitted in writing to the Chowchilla-Madera County Fair, P. O. Box 597, Chowchilla, CA 93610. Please ensure you include your name, address and phone number in the event someone needs to contact you. Any item for discussion must be made no later than 4:30 pm ten (10) days prior to the regular board meeting. If the Board members determined your presence is required at the scheduled Board meeting you will be notified. A written decision of your issue/item will be provided within 10 days after the scheduled meeting.

At the bottom of the Agenda I would place "All agenda items are subject to discussion and possible action."

The following are Notice and Agenda Requirements:

**Regular meetings** agenda must be posted 72 hours prior to the meeting.

**Special meetings** agenda must be posted 24 hours prior to the meeting.

**Emergency meetings** (crippling disasters, strikes, public health and/or safety threats) may be called on 1 hour notice.

**Closed sessions** require three types of notice-agenda, pre-closed session announcement, and post-closed session report of action taken.