

# L A S S E N C O U N T Y F A I R

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## Meeting Minutes

Lassen County Fair Advisory Board

### Regular Meeting

Lassen County Fair Office

195 Russell Avenue, Susanville, CA 96130

Susanville, CA 96130

April 11th, 2023

5:30 p.m.

**Members Present:** Holly Mueller, Brett Smith, Tim Ochotorena, Jose Pena, Brian Wolf, Randy Harlan, Cheryl Lauritsen, Becky Albaugh, Claudio Bustamante, Kevin Stafford.

- A. **CALL TO ORDER** The meeting was called to order at 5:36 by President Holly Mueller
- B. **OPENING CEREMONIES** The Pledge of Allegiance was led by BOS Aaron Albaugh
- C. **AGENDA** The motion was made by Kevin Stafford and second by Jose Pena to approve agenda. All in favor, motion carries.

**ACTION REQUESTED:** *Approve*

#### D. INFORMATION/CONSENT CALENDAR

A motion was made by Kevin Stafford and a second by Brett Smith to approve Long Range and Livestock Committee Meeting Minutes and the March 2023 Financial Statement. All in favor, motion carries.

**SUBJECT:** *Meeting Minutes March 14<sup>th</sup>, 2023*

**ACTION REQUESTED:** *A motion was made. President Holly Mueller to see revision to the Bluegrass Festival in the March 14<sup>th</sup> meeting minutes to reflect what the executive committee discussed. Becky Albaugh thought that the other event should be mentioned. Holly Mueller stated that we will not approve meeting minutes.*

**SUBJECT:** *Exhibits Committee Minutes March 14<sup>th</sup>, 2023*

**ACTION REQUESTED:** *To be determined*

**SUBJECT:** *Long Range Meeting Minutes March 16<sup>th</sup>, 2023*

**ACTION REQUESTED:** *Approve*

**SUBJECT:** *Livestock Committee Meeting Minutes April 6<sup>th</sup>, 2023*

**ACTION REQUESTED:** *Approve*

**SUBJECT:** *March 2023 Financial Statement*

**ACTION REQUESTED:** *Approve*

- E. **CORRESPONDENCE – None**
- F. **PUBLIC COMMENT –** BOS Aaron Albaugh, suggested the use of a recorder during Fair Board Meetings.
- G. **SUBJECT: 2023 Grand Marshal**  
**ACTION REQUESTED: Select and Approve 2023 Grand Marshal**  
The fair board discussed all potential nominees and came to an unanimous decision. The 2023 Grand Marshals will be Arlan and Wanda Mallery. A motion was made by Jose Pena and second by Tim Ochotorena to approve 2023 Grand Marshal. All in favor.

**H. SUBJECT: 2023 Old Timer of the Year**

**ACTION REQUESTED: Select and Approve 2023 Old Timer of the Year**

The fair board discussed all potential nominees and came to an unanimous decision. The 2023 Old Timers of the Year will be Terry and Travis Jackson. A motion was made by Jose Pena and second by Randy Harlan. All in favor.

**I. SUBJECT: Committees**

**ACTION REQUESTED:** President Holley Mueller made the following committee appointments.

**2022/2023 LCFAB Standing Committees**

*Executive*

Holly, Brett, Tim, Kaitlyn

*Long Range*

Tim, Jose, Kevin, Claudio, Brett

*Interim*

Jose, Brett, Kevin, Randy

*Entertainment*

Brett, Tim, Jose, Randy

*Livestock*

Claudio, Cheryl, Becky, Brian

*Exhibit*

Becky, Cheryl, Holly, Brian

*JFB*

Kaitlyn, Calliope, Danae and Executive Committee

**J. COMMITTEE REPORTS:**

1. *Executive*

Holly Mueller inquired about the bylaws. The Fair Managers appointed representation, Danae Polan, discussed how the policy book is in the process of revision and will be reviewed by Lassen County's County Council. This will be brought back to the Executive Committee along with the Fair Advisory Board before it is passed onto the Board of Supervisors.

2. *Livestock*

Claudio Bustamante reported that the upcoming weigh-ins will be held at the Fairgrounds Saturday April 29, 2023 at 8:00am and requested assistance from the Fair Board and Jr. Fair Board.

3. *Long Range planning/Site*

Tim Ochotorena reported that the scheduled work day on April 16, 2023 will be rescheduled. Time and Date: to be determined.

4. *Exhibits*

Becky Albaugh reported that they may have an extra building to fill with exhibits for fair and that they will have a team of volunteers to help assist with hanging quilts. She also suggested that each exhibit building is labeled during the time exhibitors bring their entries to the fair and that exhibitors should only bring their entries during that scheduled time.

5. *Commercial/Entertainment Report*

Brett Smith reported that fair entertainment is taken care of for this fair season.

6. *Interim*

Jose Pena reported that the last Interim Meeting was cancelled and will be rescheduled to Friday April 21, 2023.

7. *Junior Fair Board*

Danae Polan reported that the Junior Fair Board will be having their second annual movie night at the fairgrounds Friday, June 16, 2023.

- K. MANAGER'S REPORT:** Manager was absent and will report at next meeting.
- L. MATTERS BY THE BOARD:** All board members thanked and welcomed the two new fair board members Brian Wolf and Randy Harlan.  
Aaron Albaugh informed the Fair Board that at public comment no more than a quorum (four board members) can address the comment.  
Holly Mueller would like to see the updated policy book so they are aware how to function as a Lassen County Fair Board Member.  
Becky Albaugh reminded the Board that CAO Richard Egan will facilitate a Brown Act Training for all Fair Board members.  
Tom Neely suggested the Fair send the BOS a copy for the Agenda Meeting and Minutes.  
Cheryl Lauritsen suggested a new contact list of all Fair Board Members  
Brian Wolf inquired about how to handle complaints from the public. The response was to direct those to attend Public Commit.
- M. ADJOURNMENT:** A motion was made by Jose Pena and second by Kevin Stafford. The meeting was adjourned at 6:51PM.