

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

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## Regular Meeting of the Executive Committee Minutes

Lassen County Fair Advisory Board

Lassen County Fair Office

195 Russell Ave., Susanville, CA 96130

November 4, 2024 @ 3:30PM

**1. CALL TO ORDER:** The meeting was called to order by Chairman Tim Ochotorena at 3:30PM.

Members present: Tim Ochotorena, Holly Mueller, Kevin Stafford, and Samantha McMullen

**2. PUBLIC COMMENT:** None.

### **3. SUBJECT: Fair FY 24-25 Discussion and Planning**

Discussion was held about the Fair Advisory Board Policies and Procedures. The new document was taken to the Board of Supervisors but not approved because they wanted the termination procedure to match the Planning Committee. Needs to go back to the Board of Supervisors for approval once that change is made. Discussion about what was changed and consolidated in the policy manual. Executive Committee to review the document again and suggested changes if needed. Discussion about term limits for Fair Advisory Board members and if that is in the policy manual. Discussion about the Fair Advisory Board's roles vs. the Fair Manager's role and what liability the Fair Advisory Board members have for the decisions made and actions taken.

Discussion about committees and how they report, if they can vote on items and how the committees interact with the Fair Advisory Board. Discussion about committee appointments and how that works with the president if they choose to participate on a committee.

McMullen provided an update on the Race RFP and Brown Act training that will be scheduled.

**7. ADJOURNMENT:** The meeting was adjourned at 5:00PM. Next meeting scheduled for January 6, 2025 at 3:30PM.