

**SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION  
BOARD OF DIRECTORS' MEETING-SEPTEMBER 26, 2018**

*Our mission is to build a vibrant campus providing a diverse experience to educate and inspire our community while showcasing our rich agricultural heritage through the San Mateo County Fair. The Board will use creative, innovative and fiscally responsible stewardship to expand and enhance the physical assets of the Event Center, providing a solid foundation for implementing new concepts and experiences for the community.*

**MINUTES**

A meeting of the Board of Directors was held September 26, 2018, at the San Mateo County Event Center, 2495 South Delaware Street, San Mateo, CA 94403

**I. CALL TO ORDER**

The meeting was called to order by President Miller at 4:00 p.m.

**II. ROLL CALL**

Roll call was taken as follows:

Present: Beverly Miller, President  
Tom Ames, Vice-President  
Kari Foppiano  
Leonard Iniguez  
Jim Tucker  
Steven Wong

Excused: Sarah Burdick  
David Caro  
Mike Pacelli

Also Present: Dana Stoehr, Chief Executive Officer  
Kletra Newton, Chief Operating Officer  
Charlene King, Chief Administrative Officer  
David Alves, Controller  
Justin Aquino, Fair Operations Manager  
Cindy Spencer, Director of Facilities  
Jim Fetter, Jockey Club Manager  
Carole Groom, Board of Supervisors  
Aimee Armsby, Deputy County Counsel

**III. ORAL COMMUNICATIONS**

Director Foppiano commented that it was wonderful to see the San Mateo County Disaster Preparedness Day which took place on Saturday. She suggested distributing flyers to the County schools for the next event. CEO Stoehr reported the Jr. Fair Board members were on-site serving hot dogs to guests and staff is looking forward to a repeat event next September. Supervisor Groom thanked Dana and the staff for their efforts on the event.

CEO Stoehr noted this will be President Miller's last meeting as Board president and she thanked her for the two years of support, dedication and leadership.

IV. APPROVAL OF MINUTES

Director Tucker made a motion to approve the August 22, 2018, Board meeting minutes, motion seconded by Director Iniguez and unanimously carried.

V. FINANCE COMMITTEE

A. Discussion and Action on August 2018 Financial Reports

Director Iniguez reported that the August Financials were presented to the Finance Committee at their meeting yesterday. There being no questions, Director Iniguez made a motion to accept the August 2018 financial reports, seconded by Director Wong, and unanimously carried. Director Iniguez reported the 2019 Budget is in progress and will be presented to the Board at the October meeting.

VI. STAFF REPORTS

A. Sales, Marketing, and Events

Kletra reported staff is in process of closing out 2018 and is actively working toward the 2019 initiative. She noted we have contracted our first corporate event in January 2019.

B. Jockey Club

Jim gave a Jockey Club update and reported on a positive August partly due to the Del Mar race meet. Jockey Club ball caps have been ordered as a giveaway for Breeder's Cup patrons in November. A Town Hall meeting will be held on October 27<sup>th</sup>.

C. Maintenance

Cindy reported the metal detectors have arrived and staff has been trained on the operation of the units. She gave an update on preventative maintenance projects in progress.

D. Fair

Justin reported we are 254 days from the 2019 County Fair. He reported on a recent meeting with the San Mateo County Historical Society regarding the celebration of the Bay Area Discovery. The theme for the 2019 Fair will be "Best of the Bay" celebrating the cities of San Mateo County. At the FOC meeting Director Foppiano suggested Board members visit City Council meetings to extend personal invitations to attend their city's day at the Fair. Justin also reported on the redesign of the Fair web page, upcoming WFA and IAFE conventions and the horse show taking place on October 13 at the Cow Palace.

VII. CEO REPORT

A. General Update

Dana gave an update on the following items:

- The City of San Mateo's Underground Flow Equalization System (UFE) project is moving along.
- Parking contracts are moving forward with Nueva School, San Mateo County Medical Center and Bay Meadows construction team.
- The Master Plan finalization meeting will be scheduled soon.
- The solar grant application is pending. If successful, the SMCEC would be the largest solar facility in the County.
- Dana participated in a recent CARF meeting. Golden Gate Fields remains in business and sports gaming legislation is pending.

VIII. FACILITIES COMMITTEE

A. Committee Meeting Report

Director Ames reported the committee was presented with a list of capital projects to consider for the remainder of 2018. There was consensus for staff to execute projects under \$50,000 and present larger projects to the Board for approval at the October meeting. CEO Stoehr will send a letter to the County per the contract terms regarding projects over \$100,000.

IX. PRESIDENT'S REPORT

President Miller thanked the staff, Board, Supervisor Groom and Deputy County Counsel Armsby for the support during her presidency and conveyed pride in all that has been accomplished in the past two years.

X. Election of Officers

A. Proposed Slate of Officers

Director Foppiano reported the Nominating Committee recommends the following slate of officers from October 1, 2018 through September 30, 2019:

President: Tom Ames

Vice-President: David Caro

Secretary-Treasurer: Leonard Iniguez

B. Nominations from the Floor

There were no nominations from the floor.

C. Vote

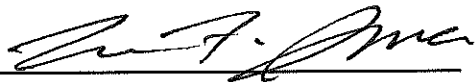
Director Foppiano made a motion to accept the nominations as presented, seconded by Director Miller, and unanimously carried.

XI. Future Agenda Items

The following future agenda items were agreed upon:

- Action on capital improvements for 2018
- San Mateo County Contract
- 2018-2019 Board Meeting Dates

There being no further business the meeting was adjourned at 5:00 P.M.



Tom Ames, Vice-President

Next meeting is Wednesday, October 24, 2018 – 4:00 P.M.