

**SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION  
BOARD OF DIRECTORS' MEETING – JUNE 19, 2019**

*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 June 19, 2019 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 Ames at 4:00 pm.

**II. ROLL CALL**

Roll call was taken as follows:

**Present:** Tom Ames, President  
David Caro, Vice-President  
Leonard Iniguez, Secretary-Treasurer  
Kari Foppiano  
Beverly Miller  
Jim Tucker  
Steven Wong

**Excused:** Sarah Burdick  
Mike Pacelli

**Also Present:** Dana Stoehr, Chief Executive Officer  
Kletra Newton, Chief Operating Officer  
Charlene King, Chief Administrative Officer  
Katina Green, Controller  
Cindy Spencer, Director of Facilities  
Jim Fetter, Jockey Club manager  
Carole Groom, Board of Supervisors  
Drew - Member of the Public

**III. ORAL COMMUNICATIONS**

Director Foppiano praised the 2019 Fair and made special mention of the low income families who had the opportunity to enjoy the Fair, some who have never had the opportunity to attend in the past. Director Caro thanked Director Foppiano for her leadership on the Fair Oversight Committee.

IV. APPROVAL OF MINUTES

Director Tucker made a motion to approve the May 22, 2019 Board of Directors' meeting minutes, motion seconded by Director Caro, and unanimously carried.

V. STAFF REPORTS

A. Sales, Marketing & Events

Kletra reported staff preparing for upcoming events following the Fair. She also reported on the upcoming Kevin O'Leary event this weekend.

B. Jockey Club

Jim reported May was the best month of the year to date for the Jockey Club due to the Kentucky Derby and Preakness races.

C. Maintenance

Cindy reported staff is busy cleaning the grounds and working on repairs following the Fair and leading up to the next events.

D. Fair

Director Iniguez reported Justin and the staff did a wonderful job on the Fair. He noted that Livestock worked well despite the cancellation of the poultry show. CEO Stoehr reported that staff pulled together to make the Fair a success while supporting some staff who faced difficult circumstances during the Fair. She spoke highly of Boris Koodrin, Fine Arts Department Supervisor, who lost his wife, Bardi, during the Fair. Bardi served as the Fine Arts Literary Supervisor, and her commitment and dedication to the department will be missed. She gave a preliminary report on attendance and revenues. She also reported a Fair survey will be sent to Board, Staff and patrons. The results will be compiled and presented to the Fair Oversight Committee.

E. Finance

Katina gave a brief financial update and reported we are no target with budget to date.

VI. CEO REPORT

A. Master Plan, Economic Impact Draft Report and Hotel RFQ Update

CEO Stoehr reported the County has contracted with Rick Williams to finalize the master plan.

B. Underground Flow Equalization System (UFES) Update


CEO Stoehr reported she will be meeting with the City of San Mateo to discuss some minor adjustments to the easement regarding egress.

C. General Update

CEO Stoehr thanked the staff for their hard work and effort on the San Mateo County Fair.

VII. ADJOURN

There being no further business the meeting was adjourned at 4:20 pm,

A handwritten signature in blue ink, appearing to read "Leonard Iniguez", written over a horizontal line.

Leonard Iniguez, Secretary-Treasurer

Next Meeting – Wednesday, August 21, 2019 – 4:00 PM