

**SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING
SAN MATEO COUNTY EVENT CENTER
2495 SOUTH DELAWARE STREET, SAN MATEO
Wednesday, August 30, 2017 – 4:00 P.M.**

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.

BOARD MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Oral Communications
 - A. Oral Communications from the Board
 - B. Oral Communications from the Public
- IV. Approval of Minutes of the July 26, 2017 Board Meeting
- VI. Finance Committee
 - A. Discussion and Action on July 2017 Financials
 - B. 2018 Budget Update
 - C. Discussion and Action on 2016 Audit
 - D. Discussion and Action on Purchasing and Travel Policies
- V. Facilities Committee
 - A. Committee Meeting Report
- VII. President's Report
 - A. Nominating Committee Appointment

VIII. CEO Report

- A. Parking Lot Rehabilitation Project Update
- B. City of San Mateo Sewage Overflow Base Station Update
- C. Hotel RFP Update
- D. Master Plan Update
- E. Economic Impact Report Update

IX. Staff Reports

- A. Sales, Marketing and Events
- B. Creative Touch Catering & Food Service
- C. Jockey Club
- D. Maintenance

XI. Future Agenda Items

XII. Adjourn

Next Meeting – Wednesday, September 27, 2017 – 4:00 P.M.

The San Mateo County Event Center's facilities and Board and Committee meetings are accessible to individuals with disabilities. Contact Charlene King at 650-574-3247, at least three business days prior to the meeting, if (1) you need special assistance or a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting; or (2) you have a disability and wish to receive the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting in an alternative format. Notification in advance of the meeting will enable the San Mateo County Event Center to make reasonable arrangements to ensure full accessibility to this meeting and the materials related to it.

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours before the meeting are available for public inspection at the same time they are distributed to all members or a majority of the members of the Board. The Board has designated the administrative office of the San Mateo County Event Center located at 2495 South Delaware Street, San Mateo, CA 94403, for the purpose of making those records available for inspection.