

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING – MAY 26, 2021

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 May 26, 2021 via Zoom conference.

II. CALL TO ORDER

The meeting was called to order by President Iniguez at 4:05 pm.

III. ROLL CALL

Roll call was taken as follows:

Present: Leonard Iniguez, President
Steven Wong, Vice-President
Rosanne Foust, Secretary-Treasurer
Tom Ames
Kari Foppiano
Raymond Juballa
Theresa Faapuaa
Rowena Poti Meafua
Jim Tucker

Also Present: Dana Stoehr, Chief Executive Officer
Charlene King, Chief Administrative Officer
Diane Baumann, Controller
Justin Aquino, Fair Operations Manager
Darryl Reavis, Director of Facilities
Brian Kulich, Lead Deputy County Counsel

IV. ORAL COMMUNICATIONS

There were no oral communications.

V. APPROVAL OF MINUTES

Director Tucker made a motion to approve the April 28, 2021 Board of Directors' meeting minutes, motion seconded by Director Ames, and carried with a unanimous roll call vote.

VI. FINANCE COMMITTEE

A. Discussion and Action on the April 2021 Financials

President Iniguez noted the Board meeting agenda incorrectly stated discussion and action on the May 2021 financials while it should have stated discussion and action on the April 2021 financials. Director Foust reported the

committee met today and reviewed the April 2021 financial report and the committee entertains any questions about the report. There being no questions, Director Foust made a motion to approve the April 2021 Financials as presented, seconded by Director Ames and unanimously carried with a roll call vote.

Diane Baumann reported the SBA has provided approval for the forgiveness of the SMCEC's first PPE loan. The May and June Financial reports will be reviewed at the August Board meeting.

Director Foust reported the committee discussed and reviewed the Board's check signing and bad debt policies. Amended policies will be presented to the Board for action at the June Board meeting.

VII. STAFF REPORTS

A. Sales, Marketing and Events

CEO Stoehr reported staff is working hard on Fair planning. The Sutter and San Mateo County vaccination clinics will end on May 28th. The County will be offering a vaccine incentive program during the Fair. Vaccines will be offered to Fair guests at the admission gate and patrons who receive a vaccine will receive Fair admission, carnival and food tickets that will be reimbursed by the County. Summer events include a high school graduation, car shows and the gem & jewelry show. Staff continues to work toward sales for future events.

B. Jockey Club

CEO Stoehr reported the Jockey Club enjoyed a successful Preakness race and the Belmont will take place on June 5th.

C. Facilities

Darryl Reavis reported staff is working hard preparing for the Fair. Core sampling is complete on the Cypress Hall and Jockey Club roofs and we are awaiting the analysis report and estimated costs. CEO Stoehr encouraged the Board to visit the remodeled public safety center building during the Fair.

D. Fair

Justin Aquino reported there are 9 days until the Fair opens. He expressed his appreciation to our small staff for their efforts to create a successful event. Director Meafua thanked Dana and the staff for their dedication and commitment to the Fair.

VIII. FAIR OVERSIGHT COMMITTEE

A. Committee Report

Director Foppiano reported the committee met on May 13th and many changes have taken place since that date which are being executed by staff. She encouraged the Board to participate in the many upcoming Fair events.

IX. CEO REPORT

A. General Update

CEO Stoehr reported staff is looking forward to working on rebuilding in a post-COVID environment after the Fair.

X. AD HOC COMMITTEE – POLICY REVIEW

Director Wong reported the committee has met and is reviewing multiple Board policies that will be presented to the Board for action. Currently, the committee recommends rescinding two Board policies that are no longer relevant to the Association. Following the discussion, the Board voted to rescind the policies below:

A. Livestock Purchase Policy

Director Wong made a motion to rescind the Livestock Purchase Policy, seconded by Director Foust, and unanimously carried with a roll call vote.

B. RV Rentals

Director Wong made a motion to rescind the RV Rentals, seconded by Director Ames, and unanimously carried with a roll call vote.

XI. PRESIDENT'S REPORT

There was discussion regarding the June Board meeting which will be held during the Fair on June 9th. Following the discussion, it was agreed the meeting would be held in person in the Board room with Zoom available for those unable to attend in person.

XII. Closed Session

- A. Pursuant to Government Code Section 54956.9(d)(2):
*Conference with Legal Counsel – Anticipated Litigation: Potential exposure
One Case*

At 4:54 pm the meeting went into closed session. The meeting was reopened at 5:00 pm with no action taken.

XIII. ADJOURN

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

DocuSigned by:
Rosanne Foust
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Rosanne Foust, Secretary-Treasurer

Next Meeting – Wednesday, June 9, 2021 - 4:00 PM