

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION  
BOARD OF DIRECTORS' MEETING – DECEMBER 15, 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 December 15, 2021 via Zoom conference.

I. CALL TO ORDER

The meeting was called to order by President Iniguez at 4:07 pm.

II. ROLL CALL

Roll call was taken as follows:

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

Excused: Kari Foppiano

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

III. DISCUSSION AND ACTION ON RESOLUTION TO INVOKE PROVISIONS OF AB 361 REGARDING REMOTE MEETING REQUIREMENTS

President Iniguez reviewed the resolution to invoke the provisions of AB 361 to continue hosting remote board and committee meetings for the next 30 days. Director Tucker made motion to approve the resolution to host remote board and committee meetings for the next 30 days, seconded by Director Ames, and unanimously carried.

IV. ORAL COMMUNICATIONS

Director Foust thanked President Iniguez for leading the organization with kindness, compassion and integrity.

V. APPROVAL OF MINUTES

Director Foust made a motion to approve the November 17, 2021 Board of Directors' meeting minutes, motion seconded by Director Faapuaa and carried with a unanimous roll call vote.

VI. FINANCE COMMITTEE

A. Discussion and Action on the October and November 2021 Financials

Director Foust reported the committee met today and reviewed the October and November Financials and entertained any questions about the reports. Diane gave an overview of the October financial report highlights. There being no questions, Director Foust made a motion to approve the October 2021 financials as presented, seconded by Director Juballa, and unanimously carried with a roll call vote. Diane gave an overview of the November financial report highlights. There being no questions, Director Tucker made a motion to approve the November 2021 financials as presented, seconded by Director Faapuaa and unanimously carried with a roll call vote.

VII. FAIR OVERSIGHT COMMITTEE

A. Staff Report

Justin reported staff is working on Fair contracts and exhibits. He reported the Fair won five International Association of Fairs & Exhibitions (IAFE) awards including the Best of Show award.

B. Committee Report

President Iniguez reported the committee is continuing to plan for a Cesar Chavez exhibit at the Fair. Justin reported staff is planning to recognize San Mateo County farm workers during the Fair.

VIII. CEO REPORT

A. General Update

CEO Stoehr reported the following:

- Diane is working on a conversion to a new accounting system.
- The building signs for Expo and Fiesta are currently being manufactured.
- The roofing project is in progress.
- The sewer replacement project is complete.
- The west parking lot slurry seal will commence when weather permits.
- Samaritan House and Toys for Tots programs are utilizing Redwood Hall.
- The vaccine operation will close on December 18<sup>th</sup> and reopen in January.

B. Bonding Update

CEO Stoehr reported the County has released a bonding poll and we will do our own polling as well. She reports she is working closely with Director Foust on public relations.

IX. PRESIDENT'S REPORT

A. Discussion and Action on 2022 Board Meeting Dates

The 2022 Board meeting dates were reviewed. Director Ames made a motion to approve the 2022 Board meeting dates as presented, seconded by Director Meafua and carried with a unanimous roll call vote.

X. FUTURE AGENDA ITEMS

It was agreed to keep Bonding and Capital Projects as topics of discussion at future meetings.

XI. ADJOURN

There being no further business the meeting was adjourned at 5:05 pm.

---

Rosanne Foust, Secretary-Treasurer

Next Meeting – Wednesday, January 26, 2021 - 4:00 PM