

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING – FEBRUARY 23, 2022

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 February 23, 2022 via Zoom conference.

I. CALL TO ORDER

The meeting was called to order by President Iniguez at 4:02 pm.

II. ROLL CALL

Roll call was taken as follows:

Present: Leonard Iniguez, President
Steven Wong, Vice-President
Rosanne Foust, Secretary-Treasurer
Tom Ames
Theresa Faapuaa
Kari Foppiano
Raymond Juballa
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
Carole Groom, Board of Supervisors
Brian Kulich, Lead Deputy County Counsel
Deryk Daquigan, City of San Mateo
Matt Fabry, City of San Mateo
Bethany Lopez, City of San Mateo
Tom Williams, City of San Mateo
Emily Douglas, Engie Solar
John Paul Jewell, Engie Solar

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 Meafa, and unanimously carried.

IV. UFES PRESENTATION – CITY OF SAN MATEO

CEO Stoehr welcomed City of San Mateo representatives to the meeting who are present to provide an update on the UFES Project. Tom Williams gave a presentation which covered the construction activities and timeline for the project. There was discussion regarding the traffic impact the construction will have on upcoming events including the San Mateo County Fair. CEO Stoehr will work with the city to mitigate the traffic impacts to the extent possible.

V. ENGIE SOLAR PRESENTATION

A. Discussion and Action on Solar Expansion at Event Center

CEO Stoehr introduced Emily Douglas and John Paul Jewell of Engie Solar and invited them to give the Board a presentation on their solar services. The presentation included a proposed project overview to assess solar potential at the SMCEC in a format that would benefit both the SMCEC and the County of San Mateo. They discussed overall process, potential electric bill savings and project models. Following the discussion, Director Foust made a motion to direct CEO Stoehr to move forward with a letter to the Board of Supervisors and County Manager to pursue this project. Motion seconded by Director Ames, and unanimously carried with a roll call vote and no public comment.

VI. ORAL COMMUNICATIONS

There were no oral communications.

VII. APPROVAL OF MINUTES

Director Wong made a motion to approve the January 26, 2022, Board of Directors' meeting minutes, motion seconded by Director Meafua and carried with a unanimous roll call vote.

VIII. PRESIDENT'S REPORT

A. Discussion and Action on Emergency Response Ad Hoc Committee

President Iniguez requested Board action to establish an Emergency Response Ad Hoc Committee with himself and Director Foust as members. Director Ames made a motion to approve the establishment of an Emergency Response Ad Hoc Committee, seconded by Director Meafua, and carried with a unanimous roll call vote.

IX. FINANCE COMMITTEE

Director Foust reported the committee met today and reviewed the preliminary December 2021 financial report. She referred the Board to the financial cover memo noting that the accounting software conversion has been completed for the years 2016 through 2019, while 2020 is still in progress. The Finance Committee will present the December 2021 report along with the January and February 2022 financial reports to the Board at the March meeting. Director Foust did note that the December financials reflect a \$4.4

million profit for 2021 and the most profitable Fair to date. She thanked Diane for her hard work on the software conversion.

X. STAFF REPORTS

A. Sales & Events

CEO Stoehr reported on upcoming confirmed and proposed events as follows:

- A Bronco concert will take place this Saturday.
- NCVA volleyball tournaments.
- Second Harvest Food Bank is hosting food distributions weekly.
- Disaster Preparedness will return in July.
- SaaStr is looking to return in September utilizing all grounds.
- Foodieland Is looking at two events in July and September.
- The Taste of San Mateo County is planned for October.
- Staff is working with the Progress Motorcycle Show for October Dates.

B. Jockey Club

Justin reported the Jockey Club has updated their safety protocols in line with the State of California guidelines. Masks are no longer required but guest still must present proof of vaccination.

C. Maintenance

Darryl reported on the following:

- The Jockey Club and Cypress Hall roofs are complete.
- The west lot slurry seal and striping project will commence when conditions permit.
- Outdoor lighting improvements are in progress.

CEO Stoehr reported the parking lot trams will arrive on March 2nd and the building signage is complete on Expo and Fiesta Halls.

D. Fair

Justin reported fair planning is going well. He noted that all entertainment is booked and he reviewed the lineup.

XI. FACILITIES COMMITTEE

Director Tucker reported the committee met and reviewed the capital project list. He noted we are waiting for information regarding the Redwood Hall renovations. There was also discussion regarding providing lighting for the new building signs.

XII. FAIR OVERSIGHT COMMITTEE

Justin reported the committee met and discussed overall fair planning including the following:

- The school ticketing and Fair tour programs.

- The competitive exhibit contest book has been released online.
- Staff is working closely with the Cesar Chavez foundation for a special Fair exhibit.
- Staff is also exploring a Larry Itliong exhibit for the Fair.
- The Farmworkers Appreciation exhibit is in progress and staff is working with local organizations.

XIII. CEO REPORT

A. General Update

CEO Stoehr reported the following:

- Staff is keeping busy planning and hosting events.
- Smoking shelters have been purchased for smoking areas on the exterior grounds.
- Staff is looking at a customized software for POS system and ticketing program.

B. Discussion and Action on Capital Improvement Bond Process

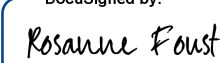
There was discussion regarding the capital improvement bond process and CEO Stoehr reported the County is moving forward with polling. Following the discussion, Director Tucker made a motion to authorize the Bond Measure Ad Hoc Committee to move forward with discussions with the County regarding the bond measure, motion seconded by Director Meafua, and unanimously carried with a roll call vote and no public comment.

XIV. PRESIDENT'S REPORT

President Iniguez thanked CEO Stoehr and her staff for their hard work. He also thanked Justin for his outreach to the Coast and North County for Fair participation.

XI. ADJOURN

There being no further business the meeting was adjourned at 5:30 pm.

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Rosanne Foust, Secretary-Treasurer

Next Meeting – Wednesday, March 23, 2022 - 4:00 PM