

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING – JANUARY 26, 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 January 26, 2022 via Zoom conference.

I. CALL TO ORDER

The meeting was called to order by President Iniguez at 4:00 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
David Calkins, Marketing Manager
Carole Groom, Board of Supervisors
Brian Kulich, Lead Deputy County Counsel
Carolyn Haskins, Domini Hoskins Black History Museum
Dana Johnson, San Mateo County LGBTQ Commissioner
Ima Tuaua, Pacific Islands Together Entertainment
Roddy Williams, Aids Memorial Quilts

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

There were no oral communications.

V. 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.

B. Western Fairs Association Awards and Merrill Award Nomination

President Iniguez reported Western Fairs Association (WFA) is a non-profit trade association serving the fair industry throughout the Western United States and Canada. He noted that the Fair won 20 first place and 12 second place awards. He highlighted some of the awards, that the Fair will share with our community partners, First Place & Judges Choice awards for Family Pride Day and Pacific Islands Together. President Iniguez also reported the Fair was a finalist for the prestigious Merrill Award for the American History Museum and he shared a video that demonstrates the great work of our outstanding community partners and staff. Representatives of these organizations were present at the meeting and they each had the opportunity to speak. The Board expressed appreciation to both community groups and fair staff.

VI. APPROVAL OF MINUTES

Director Tucker made a motion to approve the December 15, 2021, Board of Directors' meeting minutes, motion seconded by Director Meafua and carried with a unanimous roll call vote.

VII. STAFF REPORTS

A. Sales & Events

CEO Stoehr reported on upcoming events and sales contracts in progress.

- We are hosting volleyball tournaments for the majority of January, February and March.
- New clients are contracting which include a video shoot and tech event.
- Many inquiries have been for outdoor spacing that allow for flexibility and social distancing.

B. Jockey Club

Justin reported on the Pegasus World Cup Invitational Stakes taking place on January 29th. He also provided an update on the Jockey Club's Covid-19 safety protocols.

C. Maintenance

Darryl gave an update on projects including new doors installed in Sequoia Hall and the Event Pavilion and the Jockey Club and Cypress Hall roofing project that is now 80% complete.

D. Fair

Justin reported there are 139 days until the Fair which takes place June 4-12. He noted that there is no overlap with the Alameda County Fair dates. Fair planning is on-going and more information will be provided at upcoming meetings.

VIII. CEO REPORT

A. General Update

CEO Stoehr reported the following:

- The County of San Mateo released a statement taking full responsibility for the County's supplies.
- SMCEC has been and will continue to be a partner with the County in prioritizing space and resources to meet the needs of the Covid-19 pandemic. We have supported our communities in San Mateo County with testing, vaccinations, and anything else needed over the last two years, while continuing to host the 2021 San Mateo County Fair and other community activities and events.
- CEO Stoehr shared we have retained retirement counsel to assist us with the SMCEC pension plan. An update will be provided at a future meeting.

B. Capital Projects

CEO Stoehr reported on the following:

- The new building signs for Expo and Fiesta Hall are pending installation.
- The shade structure ordered will improve the Saratoga entrance and is in the engineering and design phase.
- Two LED boards have been ordered for the Delaware and 25th Avenue entrances. We are working with the company on design.
- A meeting will occur with California Construction Authority next week to go over design review for planned capital improvements.

Supervisor Groom expressed thanks to CEO Stoehr and the staff for their hard work and efforts supporting the County with their vaccination and testing operations.

IX. FUTURE AGENDA ITEMS

The year-end financials will be presented at the February meeting. In addition, there will be a discussion and action item regarding solar expansion at the site.

XI. ADJOURN

There being no further business the meeting was adjourned at 4:40 pm.

DocuSigned by:

Rosanne Foust

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Rosanne Foust, Secretary-Treasurer

Next Meeting - Wednesday, February 23, 2022 - 4:00 PM