

EXECUTIVE COMMITTEE  
SAN MATEO COUNTY EVENT CENTER  
Thursday, August 18, 2022 – 4:00 PM  
Meeting Held Via Zoom

*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.*

Present: Leonard Iniguez Dana Stoehr  
Tom Ames Charlene King  
Rosanne Foust  
Steven Wong

I. Oral Communications

President Iniguez reported Director Ames would act as the Nominating Committee. Director Ames will reach out to the Board to determine their interest in serving on the Executive Committee. President Iniguez suggested we emphasize the time commitment required to service on this committee. Director Ames will give a report at the August Board meeting.

The upcoming CEO evaluation process was discussed. It was agreed that Directors Foust and Wong will serve on the Ad Hoc CEO Evaluation Committee along with two other board members. Appointing the committee will be an action item on the August board meeting agenda.

II. Board Retreat Update

CEO Stoehr is working with facilitator Becky Bailey Findley on the retreat agenda and content. Topics will include a review of the planning work at the April retreat meeting, the creation of an organization purpose statement, board member roles, strategic communications planning, rebranding, and setting priorities. The retreat will be held on Saturday, April 27<sup>th</sup> from 9:00 am to 3:00 pm at the Event Center.

III. CEO General Update

CEO Stoehr reported on the following:

- The budget process has begun with department heads providing budget input for their department. The budget timeline will be reviewed at the Finance and Board meetings.
- CEO Stoehr is working Brian Kulich on a contract with the City of San Mateo for policing services.
- The transition to the new ticketing software is in progress and currently being used successfully.
- We will be transitioning to a new event booking software called Triple Seat.
- CEO Stoehr was asked by the Chief of Police to serve on the PAL executive board.
- A mid-year pay increase and bonus was provided to the full-time, non-exempt maintenance staff.
- Supervisor Groom's retirement party will be held at SMCEC on September 30<sup>th</sup>.
- We are hosting Fortitude on site for their Careers "Summer Build" Program for young adults interested in a construction trade career. A press release regarding this event has been released.

Next Meeting – Thursday, September 15, 2022 – 4:00 PM