

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION  
BOARD OF DIRECTORS' MEETING – MAY 25, 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 May 25, 2022 via Zoom conference.

I. CALL TO ORDER

The meeting was called to order by President Iniguez at 4:04 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  
Jim Tucker

Excused: Rowena Poti Meafua

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

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 Foust made motion to approve the resolution to host remote board and committee meetings for the next 30 days, seconded by Director Foppiano, and unanimously carried with a roll call vote.

IV. ORAL COMMUNICATIONS

There were no oral communications.

V. APPROVAL OF MINUTES

Director Ames made a motion to approve the April 27, 2022, Board of Directors' meeting and retreat minutes, motion seconded by Director Tucker and carried with a unanimous roll call vote.

VI. FINANCE COMMITTEE

Director Foust reported the committee met today and reviewed April 2022 financial report. She thanked Diane Baumann for an amazing job producing straightforward, transparent, and detailed financial reports. The reports are well received by the committee and her efforts are appreciated. Diane provided a review of the highlights of April 2022 report and she also provided an explanation and clarification regarding the accounts receivable aging accounts. Following the discussion, Director Foust made a motion to approve the April 2022 financial report, seconded by Director Wong, and unanimously carried with a roll call vote and no public comment.

VII. STAFF REPORTS

A. Jockey Club

Justin reported the Jockey Club will host the Belmont Stakes race on June 11<sup>th</sup>. He noted the Jockey Club patrons were appreciative of the recent survey that was conducted.

B. Maintenance

Darryl reported on the following:

- The west parking lot slurry seal and striping project is complete.
- The Jockey Club Turf Club and general admission areas have been recarpeted.
- He is working on securing lighting for the new building signs.
- Staff is busy working on fair preparations.

VIII. FAIR OVERSIGHT COMMITTEE

Director Foppiano reported the Fair has hired four new exhibit department supervisors this year. She encouraged the Board to visit the departments and welcome the new staff. The committee will make plans to meet with the new staff post fair to offer support. A meeting is taking place this evening to discuss security for Pacific Islands Day. She also noted that the Board is in receipt of the Fair activities list and encouraged all to attend Fair events.

Justin reported fair setup is underway and all planning is coming together in preparation of the June 4<sup>th</sup> opening.

IX. CEO REPORT

A. General Update

CEO Stoehr reported on the following:

- The master plan update relative to emergency resiliency has been received. The next phase will be to adopt a new master plan to present to the Board of Supervisors.
- Staff is working diligently to book upcoming events and the current sales and event look ahead report was reviewed.
- She is working with Brian regarding City of San Mateo police and fire services.
- The budget process will begin following the Fair.
- New main gate and Delaware Street signage will be installed after the Fair along with the new parking lot shade structure.

X. PRESIDENT'S REPORT

A. Board Retreat Discussion

President Iniguez reported a second retreat with Becky Bailey Findley is in the planning phase. There was discussion regarding dates in July or August.

XI. ADJOURN

There being no further business the meeting was adjourned at 5:35 pm.

DocuSigned by:  
  
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Rosanne Foust, Secretary-Treasurer

Next Meeting – Wednesday, June 8, 2022 - 3:00 PM