

**SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING
SAN MATEO COUNTY EVENT CENTER
2495 South Delaware Street, San Mateo, CA
Wednesday, October 25, 2023 – 4:00 P.M.**

Our mission is to provide a resilient space that enhances daily life through social connectedness, economic opportunity, and community wellbeing.

BOARD MEETING AGENDA

- I. Call to Order
- II. Roll Call
- III. Oral Communications
 - A. Oral Communications from the Board
 - B. Oral Communications from the Public
- IV. Approval of Minutes
 - A. September 27, 2023, Board Meeting
- V. Finance Committee
 - A. Discussion and Action on the September 2023 Financial Report
 - B. Budget Timeline
- VI. Staff Reports
 - A. Jockey Club/Parking
 - B. Sales and Events
 - C. Culinary
 - D. Maintenance
- VII. Fair Oversight Committee
 - A. Committee Meeting Report
 - B. Staff Fair Report

VIII. CEO Report

- A. Discussion and Action on Employee Handbook Update
- B. Discussion on SMCEC Acting as the Fiduciary for the Domini Hoskins Black History Museum's Grant from the State of California
- C. General Update

IX. President's Report

- A. Discussion and Action on Bylaws Amendment
- B. Discussion and Action on Formation of Ad Hoc CEO Performance Evaluation Committee

X. Closed Session

- A. Conference with Legal Counsel – Existing Litigation
Newton v. San Mateo County Exposition & Fair Association, dba San Mateo County Event Center, et al. San Mateo County Superior Court Case No. 21-CIV-03724

XI. Future Agenda Items

XII. Adjourn

Next Meeting – Wednesday, November 15, 2023

The San Mateo County Event Center's facilities and Board and Committee meetings are accessible to individuals with disabilities. Contact Charlene King at 650-574-3247, at least three business days prior to the meeting, if (1) you need special assistance or a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting; or (2) you have a disability and wish to receive the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting in an alternative format. Notification in advance of the meeting will enable the San Mateo County Event Center to make reasonable arrangements to ensure full accessibility to this meeting and the materials related to it. Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours before the meeting are available for public inspection at the same time they are distributed to all members or a majority of the members of the Board. The Board has designated the administrative office of the San Mateo County Event Center located at 2495 South Delaware Street, San Mateo, CA 94403, for the purpose of making those records available for inspection.