

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS MEETING – DECEMBER 17, 2024

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

MINUTES

A meeting of the Board of Directors was held on December 17, 2024, at the San Mateo County Event Center, 2495 South Delaware Street, San Mateo, CA 94403.

I. CALL TO ORDER

President Foust called the meeting to order at 4:00 pm.

II. ROLL CALL

Roll call was taken as follows:

Present: Rosanne Foust, President
Kitty Lopez, Vice-President
Raymond Juballa, Secretary-Treasurer
Tom Ames
Amy Buckmaster – via Zoom
Teresa Faapuaa
Leonard Iniguez
Rowena Poti Meafua
Steven Wong
James Tucker

Also Present: Dana Stoehr, Chief Executive Officer
Diane Baumann, Controller
Charlene King, CAO

III. REMOTE MEETING AUTHORIZATION

Brian Kulich reported that Director Buckmaster is seeking authorization to attend this meeting remotely due to an emergency medical situation of a family member. Her meeting location is a hospital cafeteria, and various individuals over the age of 18 are present in the room. Director Iniguez made a motion to approve Director Buckmaster's remote attendance pursuant to the terms of AB 2449, seconded by Director Tucker, and unanimously carried by a roll call vote.

IV. ORAL COMMUNICATIONS

A. Board

Director Faapuaa thanked CEO Stoehr for hosting the staff holiday party which she attended. She also inquired about the 2025 Progress Seminar and it was confirmed staff would email the Board with the event details. President Foust thanked the staff for their efforts on the Board of Supervisors' retirement party. CEO Stoehr

expressed her thanks to SAMCEDA and the Chamber San Mateo County for their wine donations to the event. She also thanked staff members Monique Catley and Sharon Lee for their hard work and efforts to make the event successful.

B. Public

There were no public oral communications.

V. APPROVAL OF MINUTES

A. Board of Directors Meeting – November 13, 2024

Director Wong motioned to approve the November 13, 2024, Board of Directors meeting minutes, seconded by Director Faapuaa, and unanimously carried with a roll call vote.

VI. AD HOC POLICY REVIEW COMMITTEE

A. Discussion and Action on Fair Ticketing Policy

President Foust reported the Ad Hoc Policy Review Committee met and thoroughly reviewed the proposed fair ticketing policy and recommended board action to approve the policy. CEO Stoehr noted that the policy was created to align the Board member Fair ticket allocation with the Form 700 gift limits. Director Juballa motioned to approve the Fair Ticket Policy, and the motion was seconded by Director Iniguez. There was further discussion, and it was agreed to add the issuance of badges to the board on the policy. The amended policy was approved unanimously by a roll call vote.

VII. CEO REPORT

A. General Update

CEO Stoehr reported on the following:

- The California Horse Racing Board met and agreed unanimously to pull the Golden State Racing permit, which will end live racing in Pleasanton. There will be an attempt to have a summer race meet at Northern California Fairs, but it is not likely to occur. There are existing contracts with racetracks that keep the Jockey Club open; however, when the contracts expire, the Jockey Club will be in jeopardy.
- We continue to work with Collier on potential lease agreements on the property.
- Staff is working on a contract for a Mecum Auction.
- Staff will be on-site over the holidays as we have been activated for the Inclement Weather Shelter.
- Fair planning is going well, and the 2024 Fair won 5 first-place International Association of Fairs & Exhibitions awards.
- The Redwood Hall resiliency project is out to bid.
- The south parking lot lighting project is in progress.

- Staff are working on new laundry facilities in Cypress Hall for the Inclement Weather Shelter.
- The board room nano wall is in progress and will be complete soon.
- The restriping of the east parking lot is on schedule.
- The ADA front door has been installed in the administration office.
- Asphalt repairs are in progress.
- The RV Park project is out to bid, and completion is anticipated at the end of 2025.
- The Cypress Hall restroom project is underway, and photos were shared with the Board.

B. Discussion and Action on New Ticketing System

President Foust reported that the Board had received a memo providing background information regarding the staff's recommendation to contract with Etix to provide ticketing services for parking, the Jockey Club, and the Fair. Following a discussion regarding the proposed ticketing system, Director Wong made a motion to approve contracting with Etix for a ticketing system not to exceed \$75,000, seconded by Director Faapuaa, and unanimously carried with a roll call vote.

VIII. CLOSED SESSION

- A. Pursuant to Government Code Section 54957(b):
Employee Evaluation
Title: CEO

At 4:52 pm the meeting entered a closed session.

At 5:09 pm, the meeting reopened. President Foust reported the Board approved the following:

- A 10% bonus for CEO Stoehr to be paid before December 31st.
- Entering into a contract with RPMG to facilitate a 360° review process for CEO Stoehr.

XII. ADJOURN

There being no further business, the meeting was adjourned at 5:11 pm.

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Raymond Juballa, Secretary-Treasurer

Next Meeting – Wednesday, January 22, 2025 – 4:00 PM