

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS MEETING – JANUARY 28, 2026

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 November 12, 2025, 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 2:30 pm.

II. ROLL CALL

Roll call was taken as follows:

Present: Rosanne Foust, President
Raymond Juballa, Secretary-Treasurer
Tom Ames
Noemi Avram
Theresa Faapuaa
Leonard Iniguez
Kitty Lopez
Rowena Poti Meafua
Steven Wong

Excused: Amy Buckmaster
James Tucker

Also Present: Dana Stoehr, Chief Executive Officer
Charlene King, CAO
Diane Baumann, Controller
Brian Kulich, Chief Deputy County Attorney
Lucky Makropoulos, Blue Banner Volleyball
Cristina Alcocer, Bartender
Daniella Alcocer, Bartender
Shina Franklin, Bartender
Carla Henson-Perez, Bartender
Stephanie Peterson, Bartender

III. ORAL COMMUNICATIONS

A. Board

There were no oral communications from the Board.

B. Public

Five as-needed bartenders – Cristina Alcocer, Daniella Alcocer, Shina Franklin, Carla Henson-Perez, and Stephanie Peterson – expressed their concerns about SMCEC's implementation of a credit card tipping policy that eliminated voluntary credit card tips. They expressed their displeasure with what they perceived as inadequate communication from leadership regarding the new policy. A common complaint among the speakers was the lack of available work shifts, which they stated resulted in lost earnings. The speakers requested that the association provide clarity regarding their employment status.

Lucky Makropoulos introduced himself and expressed his interest in joining the board. He is attending the meeting to observe and learn.

IV. APPROVAL OF MINUTES

A. Board of Directors Meeting – November 12, 2025

Director Avram motioned to approve the November 12, 2025, Board of Directors meeting minutes, seconded by Director Meafua, and the motion was unanimously carried.

V. FINANCE COMMITTEE

A. Report on Financial Auditor for Three-Year Agreement – 2025-2027

Director Juballa deferred to Diane Baumann to provide an overview of the financial auditor selection process. Diane reported that an RFP was released to 13 firms, and three responses were received for a three-year agreement for financial audit services, with a two-year option to renew. A review committee consisting of Director Juballa, CEO Stoehr, and Diane Baumann independently reviewed and scored the proposals and selected JJA CPA for the contract, which includes on-site fieldwork.

B. Discussion and Action on November Financial Report

Diane reported that the Finance Committee met today and thoroughly reviewed the November financial report. There being no questions, Director Iniguez moved to accept the November 2025 financial report; Director Wong seconded the motion, and it was unanimously approved.

VI. FACILITIES COMMITTEE

A. Committee Meeting Report

President Foust asked the Board if there were any questions regarding the Facilities Committee meeting notes included in the Board packet. There were none.

VII. FACILITIES COMMITTEE

A. Committee Meeting Report

President Foust asked the Board if there were any questions regarding the Fair Oversight Committee meeting notes included in the Board packet. There were none.

B. Discussion and Action on 2026 Commercial Handbook

The board was presented with the revised 2026 commercial handbook that was reviewed by the Fair Oversight Committee. Director Juballa made a motion to approve the 2026 commercial handbook, as presented; the motion was seconded by Director Iniguez and carried unanimously.

President Foust called for public comment; none was received.

C. Discussion and Action on 2026 Concessionaire Handbook

The board was presented with the revised 2026 concessionaire handbook that was reviewed by the Fair Oversight Committee. It was confirmed that these guidelines apply to the 4H cake booth. Director Iniguez made a motion to approve the 2026 concessionaire handbook, as presented; the motion was seconded by Director Juballa and carried unanimously.

President Foust called for public comment; none was received.

VIII. CEO REPORT

A. CEO Written Report

President Foust noted that the Board received a written report from CEO Stoehr, which included updates on strategic planning, capital projects, and other operational activities. CEO Stoehr also informed the Board of recent staffing changes, including two resignations in the marketing department, new hires in the culinary department, and internal promotions within the sales and events department.

B. Staff Reports

Staff reports will be presented to the board at their February meeting.

IX. PRESIDENT'S REPORT

A. Discussion and Approval of Fifth Amendment to the Agreement between the San Mateo County Exposition and Fair Association and Dana Stoehr for service as Chief Executive Officer

President Foust provided an oral summary of the Fifth Amendment to CEO Stoehr's employment agreement. The amendment provides for a 2.8% increase in her annual salary, from \$266,872 to \$274,344, effective January 1, 2026. All other terms and conditions of the existing agreement remain unchanged. President Foust thanked Ms. Stoehr, on behalf of the Board, for her hard work in 2025 and her continued efforts in 2026.

Director Juballa made a motion to approve the Fifth Amendment to the agreement, which was seconded by Director Lopez. The motion carried unanimously.

President Foust then called for public comment; none was received.

X. FUTURE AGENDA ITEMS

- A. SMCEC Staffing Update
- B. Retirement Plan VCP Update

IX. ADJOURN

There being no further business, the meeting was adjourned at 2:56 PM.

Raymond Juballa, Secretary-Treasurer

Next Meeting – Wednesday, February 25, 2026 – 4:00 PM