

SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS MEETING – FEBRUARY 25, 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 February 25, 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
Noemi Avram
Theresa Faapuaa
Leonard Iniguez
Kitty Lopez
Steven Wong
James Tucker

Excused: Tom Ames
Amy Buckmaster
Rowena Poti Meafua

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

III. ORAL COMMUNICATIONS

A. Board

There were no oral communications from the Board.

B. Public

There were no oral communications from the public

IV. CLOSED SESSION

- A. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation (Paragraph (2) of subdivision (d) of
Government Code Section 54956.9): One Case

At 4:05 PM, the meeting went into closed session. At 4:14 PM, the meeting was reopened with no action taken.

V. APPROVAL OF MINUTES

- A. Board of Directors Meeting – January 28, 2026
Director Iniguez motioned to approve the January 28, 2026, Board of
Directors' meeting minutes, seconded by Director Avram, and the motion was
unanimously carried with Director Tucker abstaining.

VI. FINANCE COMMITTEE

- A. Discussion and Action on December 2025 Financial Report
President Foust reported that the Finance Committee met and reviewed the
December 2025 financial report. Diane reported a year-end operating profit of
\$1,563,828. A question was raised regarding the variance between December
2024 and December 2025. Diane clarified that the variance was due to year-
end closing entries and confirmed that the year-to-date operating profit
balances correctly when compared year over year. There being no further
questions from the board, Director Wong made a motion to approve the
December 2025 financial report as presented, which was seconded by
Director Lopez and carried unanimously.
- B. Discussion and Action on January 2026 Financial Report
President Foust reported that the Finance Committee met and reviewed the
January 2026 financial report. There being no questions, Director Avram made
a motion to approve the January 2026 financial report as presented, which
was seconded by Director Iniguez, and unanimously carried.

VII. CEO REPORT

- A. CEO Written Report
President Foust reported that the Board received a written report from CEO
Stoehr outlining updates on strategic planning, capital projects, the Redwood
Resiliency project, and other operational matters. CEO Stoehr also provided
additional information on capital projects, including the requirement to install

a fire hydrant at the RV park and the request for a temporary variance pending its installation. She further reported that the water pressure concerns related to the Redwood Resiliency project have been resolved. The project remains on track for completion in March, with the kitchen expected to be completed shortly thereafter. CEO Stoehr added that the Facilities Committee will meet in March to discuss proposed options for short-term rentals of the community kitchen.

B. Staff Reports

The Board received a written staff report covering all departments. CEO Stoehr shared photos of the Café painting and carpet upgrades, the newly purchased hot dog cart, the freshly painted livestock office, and the new Verkada mobile cameras installed in the east parking lot.

VIII. PRESIDENT'S REPORT

A. Executive Committee Meeting Report

President Foust reported that the Board had received notes from the Executive Committee meeting, and no questions were raised.

IX. AD HOC POLICY REVIEW COMMITTEE

A. Discussion and Action on Board Policies

President Foust reported that the Ad Hoc Policy Review Committee met to review the Board policies listed below and recommends them for approval. She noted that the committee is nearing completion of its policy review and will meet once more to finalize the process.

- Audit Policy
- Budgeting and Financial Planning
- Disposal of Surplus Property
- Financial – Internal Controls
- Financial Reporting
- Financial Reserve Policy
- Pension Plan Administration

Director Iniguez made a motion to approve the policies as presented, seconded by Director Faapuaa, and the motion was unanimously carried.

X. FUTURE AGENDA ITEMS

- A. Move March board meeting to March 18.
 - 3:00 PM to 5:00 PM – Feasibility Study Workshop with Johnson Consultants
 - 5:00 PM to 5:30 PM – March Board Meeting
- B. The March Finance Committee will be cancelled, and February and March financials will be presented at the April meeting.
- C. The Fair Party/Redwood Resiliency Center Ribbon Cutting is scheduled for June 10th

IX. ADJOURN

There being no further business, the meeting was adjourned at 5:04 PM.

Raymond Juballa, Secretary-Treasurer

Next Meeting – Wednesday, March 18, 2026 – 3:00 PM