SAN MATEO COUNTY EXPOSITION & FAIR ASSOCIATION
BOARD OF DIRECTORS MEETING – SEPTEMBER 23, 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 September 23, 2026, 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 4:02 pm.

II. ROLL CALL
Roll call was taken as follows:

Present: Rosanne Foust, President
Raymond Juballa, Secretary-Treasurer
Amy Buckmaster
Noemi Avram
Leonard Iniguez
Rowena Poti Meafua
Steven Wong
James Tucker

Excused: Tom Ames
Theresa Faapuaa
Kitty Lopez

Also Present: Dana Stoehr, Chief Executive Officer
Charlene King, CAO
Ally Chan, Supervisor Corzo's Office

III. ORAL COMMUNICATIONS

A. Board
There were no oral communications from the board.

B. Public
There were no oral communications from the public.

IV. APPROVAL OF MINUTES

A. Board of Directors Meeting – August 26, 2026
Director Iniguez motioned to approve the August 26, 2026, Board of Directors' meeting minutes. The motion was seconded by Director Tucker, and carried unanimously.

V. FINANCE COMMITTEE
Director Juballa reported the committee had met and reviewed the July and August Financial reports.

A. Discussion and Action on July Financial Report
Director Avram moved to approve the July financial report as presented. The motion was seconded by Director Meafua and carried unanimously.

B. Discussion and Action on August Financial Report
Director Meafua moved to approve the August financial report as presented. The motion was seconded by Director Avram and carried unanimously.

C. Budget Timeline Update
CEO Stoehr reported the Finance Committee will meet to review the 2027 budget on October 22nd, and the Board will take action on the budget at their October 28th board meeting.

VI. CEO REPORT

A. CEO Written Report
President Foust reported that the CEO report was included in the Board's agenda packet and included updates on strategic planning, capital projects, and other operational highlights. CEO Stoehr provided an update on upcoming events, including Fortitude, Sutter, and two large holiday parties.

B. Establish an Ad Hoc Committee – Review Changes to Employee Handbook
President Foust called for volunteers to serve on an Ad Hoc committee to review proposed changes to the employee handbook. Directors Buckmaster, Iniguez, and Juballa were confirmed to serve on this committee.

VII. PRESIDENT'S REPORT

A. Discussion and Action on Bylaws Amendment

President Foust reported on the proposed amendment to the bylaws as reflected below:

1. The Officers of the Corporation shall be a President, Vice-President, and Corporate Secretary-Treasurer, who shall be elected by the Board of Directors at the annual meeting. These officers shall hold office for one (1) year or until their successors are duly elected. The one (1) year term will begin on October 1 and continue through September 30. None of the three (3) officers shall serve more than ~~two (2)~~ three (3) consecutive years in the same office. The three (3) Officers shall constitute the Executive Committee of the Board of Directors along with the Immediate Past President of the Corporation.

The board discussed the proposed amendment to allow Executive Committee members to serve three consecutive terms in the same position, rather than two, to provide greater leadership continuity while still maintaining annual elections. There was discussion amongst the board how many years would be the appropriate limit. It was noted that a longer maximum does not require an officer to serve the full period and that elections would continue annually to determine who serves.

Following the discussion, Director Avram made a motion to amend the bylaws to allow Executive Committee members to serve up to four consecutive terms. The motion was seconded by Director Tucker, and after additional discussion, it was approved unanimously with a roll call vote.

The approved amendment reads as follows:

1. The Officers of the Corporation shall be a President, Vice-President, and Corporate Secretary-Treasurer, who shall be elected by the Board of Directors at the annual meeting. These officers shall hold office for one (1) term or until their successors are duly elected. The one (1) year term will begin on October 1 and continue through September 30. None of the three (3) officers shall serve more than four (4) consecutive years in the same office. The three (3) Officers shall constitute the Executive Committee of the Board of Directors along with the Immediate Past President of the Corporation.

B. Committee Assignments and Proposed 2027 Meeting Schedules

President Foust reviewed the proposed Board of Directors and committee meeting schedules, which were agreed upon for 2027.

C. Ad Hoc Policy Review Committee Update

President Foust reported that the Ad Hoc Policy Review Committee would meet in the near future to finalize the Board policies. She also reported that the Ad Hoc CEO Evaluation Committee would meet to conduct the CEO's annual evaluation.

VIII. ELECTION OF OFFICERS

A. Proposed Slate of Officers

Director Buckmaster reported the Nominating Committee had met and they present the following proposed slate of officers for the period from October 1, 2026 through September 30, 2026.

President:	Rosanne Foust
Vice-President :	Kitty Lopez; Raymond Juballa
Secretary-Treasurer:	No Volunteers

Director Juballa reported his desire to move his nomination to the Secretary-Treasurer position. President Foust motioned to accept Director Juballa's nomination as Secretary-Treasurer, seconded by Director Iniguez, and the vote was unanimously carried.

B. Vote

President

Director Buckmaster called for nominations from the floor for President. There being none, a roll call vote was taken to accept the nomination of Rosanne Foust as President and the motion passed unanimously with a roll call vote.

Vice-President

Director Buckmaster called for nominations from the floor for Vice-President. There being none, a roll call vote was taken to accept the nomination of Kitty Lopez as Vice-President and the motion passed unanimously with a roll call vote.

Secretary-Treasurer

Director Buckmaster called for nominations from the floor for Secretary-Treasurer. There being none, a roll call vote was taken to accept the nomination of Raymond Juballa as Secretary-Treasurer and the motion passed unanimously with a roll call vote.

IX. FUTURE AGENDA ITEMS

President Foust reported the Strategic Planning Committee will meet in October regarding the feasibility study and will report back to the board with updates.

X. ADJOURN

There being no further business, the meeting was adjourned at 5:00 PM.

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Raymond Juballa, Secretary-Treasurer

Next Meeting – Wednesday, October 28, 2026 – 4:00 PM