

**EXECUTIVE COMMITTEE**  
**SAN MATEO COUNTY EVENT CENTER**  
**Thursday, August 19, 2021 – 4:00 PM**  
**Meeting Held Via Zoom**

*Our mission is to build a vibrant campus providing a diverse experience to educate and inspire our community while showcasing our rich agricultural heritage through the San Mateo County Fair. The Board will use creative, innovative and fiscally responsible stewardship to expand and enhance the physical assets of the Event Center, providing a solid foundation for implementing new concepts and experiences for the community.*

Present:       Leonard Iniguez                   Dana Stoehr  
                  Tom Ames                            Charlene King  
                  Rosanne Foust  
                  Steven Wong

I.       Oral Communications

There were no oral communications.

II.      2021 Capital Improvements Update

CEO Stoehr reported the Facilities Committee had met and discussed the 2021 capital project expenditures and provided the committee with the updated project list. The plan will be presented to the Board at their August meeting for discussion and action.

III.     Discussion and Recommendation on Employee COVID-19 Vaccination Policy

CEO Stoehr reported we have implemented a policy that requires all SMCEC employees to be vaccinated for COVID-19. The committee concurs with this policy which will be presented to the Board for action at the August meeting.

IV.     Discuss Nominating Committee and Election of Officers

President Iniguez reported Director Ames will serve on the nominating committee and Director Tucker will be invited to participate.

V.      CEO General Update

CEO Stoehr reported on the following:

- Staff is preparing for the FoodieLand Night Market and SaaStr Conference in September.
- We received a request to host a two-day concert over Labor Day weekend due to the Santa Clara County Fair cancelling the event. We are in talks with the promoter to determine if we will move forward with the event.
- San Mateo County has reactivated the SMCEC as an OES site for mass vaccinations to administer COVID-19 booster shots in October and November. This will cause us to cancel some events.
- We have hired a Marketing Manager, David Calkins, who will be introduced at the August Board meeting.
- The SMCEC will be re-establishing our food and beverage department. We have rehired Ben Lozano as the Food & Beverage Manager and we are currently recruiting for a Head Chef.

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

*Next meeting – Thursday, September 16, 2021 – 4:00 PM*