

**AGENDA**  
**REGULAR MEETING - NAPA COUNTY FAIR - BOARD OF DIRECTORS**  
**THURSDAY, NOVEMBER 10, 2016, 6:00 PM, TUCKER ROOM**  
**1435 N OAK STREET, CALISTOGA, CA 94515**  
**(707) 942-5111**

**2016 Board of Directors**

**Bob Beck, Bonnie Chisholm, Dana Cole, Woran Deckard, Bob Fiddaman,**  
**Kerri Hammond-Abreu, Don Meyer, Karan Schlegel, Anne Steinhauer**

General Information

The Board of Directors meets the second Thursday of every month at 6:00 pm at 2025 Grant Street, Calistoga, California 94515, unless otherwise noted above. The meeting room is wheelchair accessible. Requests for disability related modifications or accommodations, aids or services may be made to the Fair Office in advance of the meeting date by contacting (707) 942-5111.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after the time of such distribution, in the office of the Board of Directors (Fair Office), 1435 North Oak Street, Calistoga, CA; between the hours of 9:00 a.m. and 4:00 p.m. except for holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure.

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA** please proceed to the rostrum, and after receiving recognition from the President, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chairperson of the Board.

1. **CALL TO ORDER: ROLL CALL**
  
2. **PUBLIC COMMENT:** Opportunity for members of the public to address the Board about issues not on the agenda. Each presentation limited to 3 minutes. No action may be taken by the Board at this time.
  
3. **CONSENT CALENDAR**
  - a. **Financial Report** of October 2016
  - b. **Correspondence**
  - c. **CEO Annual Performance Review:** Approve November 17, 2016 special meeting date
  
4. **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**

*It is the mission of the Napa County Fair Association to serve the citizens of Napa County with cultural, social, and economic benefits in times of celebration, as well as need*

*Our vision is to strive for excellence in all we do,  
recognized with pride by our Napa County community*

## 5. STRATEGIC GOALS

**To create a unique, relevant, annual fair that is owned with pride by the community as “our county fair.”**

**To create a master plan of the facility and programs that strategically develops our business enterprises.**

- a. **Master Plan:** Minutes of the Special Meeting held on October 13, 2016
- b. **JPA Governance Recommendations:** Letter delivered to City-County joint committee
- c. **Calistoga Tribune article of November 4, 2016:** Discuss correction of misstated facts

**To develop a top-ranked RV Park destination that delivers the Napa Valley experience.**

**To perform as, and be recognized as, the community’s #1 event center and ranked in the North Bay Area’s top ten.**

## 6. ADMINISTRATIVE ITEMS

### a. Committee Reports

- i. **Golf Course Ad-Hoc** – October 19, 2016
- ii. **Audit** - October 27, 2016
  1. **Financial Review:** Accept 2015 report
  2. **Federal and State tax returns:** Accept 2015 returns
- iii. **Governance** – October 27, 2016
  1. **Policy update:** Approve changes to Association-Issued Credit Cards policy
  2. **Policy:** Approve Business Use of Personal Vehicles policy
- iv. **Finance** – November 7 and 10, 2016

1. **Quarterly Financial Reports:** Accept third quarter financial reports, second quarter Fair Events report, and 2016 contingency expenses
- b. **Board Self-Assessment:** Discuss summary for future leadership development topics
- c. **CEO Report**
  - i. **Board elections update**
  - ii. **2017 Operating Budget:** presentation at November 17, 2016 special meeting
  - iii. **California Fairs Alliance conference review**
  - iv. **CDFA Deferred Maintenance Grants FY16/17**
  - v. **Annual meeting award recipients consideration**
  - vi. **WFA Convention preview**
  - vii. **CalARVC RV Park Days 2017**
  - viii. **Antelope Valley Fair tour**

7. **CLOSED SESSION:** Pursuant to Section 54957(b) of the Government Code
  - a. Public Employee Performance Evaluation  
Title: Chief Executive Officer

## 8. **ADJOURNMENT**