

AGENDA
REGULAR MEETING - NAPA COUNTY FAIR - BOARD OF DIRECTORS
THURSDAY, DECEMBER 14, 2017, 4:00 PM, TUCKER ROOM

1435 N OAK STREET, CALISTOGA, CA 94515 * (707) 942-5111

2017 Board of Directors

Bob Beck, Dana Cole, Woran Deckard, Bob Fiddaman, Gary Heitz,
Ricky Hurtado, Nancy Levenberg, 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. **Minutes of the Special Meeting** held on November 2, 2017
 - b. **Financial Report** of November 2017
 - c. **Correspondence**
 - d. **Director Resignation:** Accept resignation of Anne Steinhauer and Nancy Levenberg, effective 12/31/17
 - e. **FY17/18 Allocation and Training Funds:** Authorize CEO to request funds from F&E Branch for allocation and training expenses for 2017 nQativ, IAFE, and CFA Fall Conference and 2018 WFA Convention registration and travel
 - f. **CDFA Bridge Loan Program:** Authorize CEO to request 0% bridge loan in the amount of \$60,362.12 from CDFA in order to complete FY15/16 Deferred Maintenance Projects prior to June 30, 2018 expiration of funds

- g. **Write-off Outstanding Checks:** Approve write-off of outstanding Operating checks from 2016

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.”

- a. **Fair Redevelopment Update:** Presentation of Association’s continued role in producing community events; Approve postponement of 2018 Napa County Fair & Fiesta redevelopment plan to 2019

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

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.

- a. **Volunteer Program Development Ad-Hoc Committee:** Presentation of program developments through November 2017
- b. **Golf Course Report:** Update on insurance claims for business interruption and property damage due to wind storms and fires
- c. **Potential Joint Powers Authority (JPA) Formation for Fairgrounds Operations and Management; Impacts of JPA Formation on Napa County Fair Association:** Consider action on Opportunities Assessment Ad-Hoc Committee recommendations approved by the Board at September 14, 2017, meeting related to potential formation of a JPA, the financial impact of the potential JPA

on the Napa County Fair Association, and potential termination of the Association's agreement with Napa County

6. ADMINISTRATIVE ITEMS

- a. **Budget:** Presentation and approval of 2018 Operating budget
- b. **Board Vacancy:** Appoint Bob Beck to fill elected position vacancy for a term commencing on January 1, 2018
- c. **Election of Officers:** Approve slate of officers nominated for 2018
- d. **CEO Report**
 - i. **CEO Annual Performance Review:** Review process and due dates
 - ii. **Board Self-Assessment:** Review process and due dates
 - iii. **Annual Meeting:** Postpone setting date in 2018 until further update of governance change request; discuss award recipients consideration
 - iv. **2018 Speedway Schedule Update:** Tentative approval of race dates subject to full payment of outstanding invoices

7. TIMED ITEM (to be discussed at the time shown or shortly thereafter)

a. 6:00 p.m.

Bylaws Amendment: Approve amendment to Bylaws Article 7.2 Number to reduce the number of Directors to a range of at least five (5), but no more than eleven (11), Directors

- i. **Motion made by Fiddaman, and seconded by Deckard, during November 2, 2017, meeting.**

8. ADJOURNMENT