

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE NAPA COUNTY FAIR ASSOCIATION
THURSDAY, APRIL 14, 2016**

STAFF PRESENT: CEO Carlene Moore

OTHERS PRESENT: Bob Johnson and Taylor Bollinger of RCH Group

1. CALL TO ORDER

A regular meeting of the Board of Directors of the Napa County Fair Association was held Thursday, April 14, 2016, in the Tucker Room at the fairgrounds with the following directors present: Chairperson Bob Beck, Directors Bonnie Chisholm, Dana Cole, Bob Fiddaman, Don Meyer, Karan Schlegel, and Anne Steinhauer. Directors absent: Woran Deckard and Kerri Hammond-Abreu. The meeting was called to order at 6:01 PM by Chairperson Beck.

2. PUBLIC COMMENT

Dick Kuykendall, Cindy Yant, Elizabeth Monhoff

3. CONSENT CALENDAR

- a. Minutes of the Regular Meeting held on March 10, 2016
- b. Financial Report of March 2016
- c. Correspondence

Motion by Fiddamon, second by Cole to approve consent items. Motion passed unanimously 7-0-0.

4. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None

5. STRATEGIC GOALS

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

- a. Staff Report
 - i. Napa Valley Olive Oil Competition
 - ii. ENGAGE Art Fair
 - iii. Napa County Fair & Fireworks
 - iv. Fiesta Mexicana y Jaripeo

Staff report.

Opened for public comment.

Closed public comment.

Board discussion.

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

- b. Consultant Report

Director report: Bob Beck and Bob Fiddaman.

Consultant report: Bob Johnson and Taylor Bollinger

Opened for public comment: Cindy Yant, Tommy Hunt, Dick Kuykendall, Frances Tedeschi, Ira Warm, Vince Salsedo, Kurt Larrecou.

Closed public comment.

Board discussion.

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

c. Staff Report

None.

To perform as, and be recognized as, the community's number one event center and ranked in the North Bay Area's top ten.

d. Staff Report

None.

6. ADMINISTRATIVE ITEMS

a. Committee Reports

i. Governance – March 23, 2016

1. Policy Manual Modifications:

Director report: Anne Steinhauer.

Opened for public comment.

Closed public comment.

Board discussion.

a. Whistleblower Protection policy

Motion by Fiddaman, second by Steinhauer to accept the Whistleblower Protection policy as presented.

Motion passed unanimously 7-0-0.

b. Audit policy

Motion by Fiddaman, second by Steinhauer to accept the Audit policy as presented. Motion passed

unanimously 7-0-0.

c. Board Giving policy

Motion by Fiddaman, second by Steinhauer to accept the Board Giving policy as presented. Motion passed unanimously 6-1-0 with Beck, Chisholm, Cole, Fiddaman, Schlegel, Steinhauer voting yes/Meyer voting no.

d. Oath of Office policy

Motion by Fiddaman, second by Steinhauer to accept the Oath of Office policy as presented. Motion passed unanimously 7-0-0.

ii. Leadership Development – March 23, 2016

Director report: Karan Schlegel.

Opened for public comment.

Closed public comment.

Board discussion.

b. CEO Report

i. Staffing update

ii. Boys & Girls Clubs of St. Helena & Calistoga

iii. Revenue Protection Program

iv. Deferred Maintenance Projects

v. 16/17 State Budget

vi. 2016 Budget

CEO Moore reported that Viri Agapoff has joined the team to develop the volunteer program and marketing support and Zaira Esparza-Renteria as the second host in the RV Park; the Boys & Girls Club easement for laydown construction space and utilities was approved by the County that will result in improvements to the gate 1 road to the shop and pavilion; our revenue protection claim was approved for \$9,719.30 by CFSA and the check has been received; reviewed the letter from CDFG advising that contracts for the appropriation of funds for approved deferred maintenance projects will be sent soon; reviewed the 16/17 State Budget process including support for AB 2678 and infrastructure funding messaging; and noted that at their upcoming meeting the Finance Committee will review the 2016 budget implications due to the loss of three speedway events this year.

7. ADJOURNMENT

Motion by Fiddaman, second by Steinhauer to adjourn at 8:19 pm. Motion passed unanimously, 7-0-0.

Certified to be a true and correct copy.

Carlene Moore
Chief Executive Officer
Date

Bob Beck
Chairperson
Date