

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF THE NAPA COUNTY FAIR ASSOCIATION  
THURSDAY, APRIL 19, 2018**

**STAFF PRESENT:** CEO Carlene Moore

1. CALL TO ORDER

A special meeting of the Board of Directors of the Napa County Fair Association was held Thursday, April 19, 2018, in the Butler Pavilion at the fairgrounds with the following directors present: Chairperson Karan Schlegel, Directors Bob Beck, Dana Cole, Bob Fiddaman, and on conference call, Ricky Hurtado. The meeting was called to order at 6:03 PM by Chairperson Schlegel.

2. PUBLIC COMMENT

Helene Franchi, County Executive Office

3. CONSENT CALENDAR

- a. Minutes of the Regular Meeting held on March 8, 2018
- b. Minutes of the Executive Committee Meeting held on March 26, 2018
- c. Financial Report of March 2018
- d. Correspondence

**Motion by Beck, second by Cole to approve consent calendar as presented. Motion passed unanimously, 4-0-0.**

4. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None

5. ADMINISTRATIVE ITEMS

a. Staff report by CEO Moore on the progress of the board's action steps since the last board meeting and as defined at their strategic planning session earlier this year.

**FORMALIZING POSITION and PARTNER WITH CITY: (Position 1 and 6)**

Director Fiddaman and CEO Moore met with City representatives to formalize our position to partner with the City during the transition of management of the fairgrounds property. A letter was sent to the Supervisors as previously discussed amongst this board.

**TRANSITION PLANNING: (Position 2)**

Karan, Bob Beck, and CEO Moore met once so far to discuss transition planning and what the future may hold and will have more to report on at May meeting, as agreed at our last meeting.

**KEEP FACILITY WITHIN PUBLIC DOMAIN: (Position 3)**

Both the County and City have generously agreed to support the backflow device project overage by splitting it three ways with us. The 0% loan from CDFA has been secured to move forward with backflow device project. Payments will be made as we receive funds from County, City, and the grant.

**PRESERVE OPEN GREEN SPACE: (Position 4 and 5)**

The golf course is opening tomorrow and there will be an insert in the Calistoga Tribune inviting everyone out for a free round of golf on us all weekend. Normal operations will begin on Monday. Two new clubhouse clerks have been hired to join the team. We had a few successful volunteer clean up days in which bunkers were cleaned, landscape tidied up, ball washers cleaned and painted, and benches painted. Aeration was completed today and the health of the greens is perking back up. All equipment is currently operational thanks to our new groundskeeper. We are getting quote for tub grinding the remaining trees, Napa County Fire will chip the branch piles over several weeks, and Pacific Tree Care is providing us a quote for tree replacement.

**PRESERVE THE COUNTY FAIR: (Position 5)**

ENGAGE Art Fair weekend was highly successful with 300+ guests at party and 500+ attendees each day and the connectivity with the entire SARAFORNIA weekend was noticeable. Many people stopped by and took photos at the chalk installation on the front of Tubbs Building, nearly every artist had sales, and we received many comments of it being the best year yet. Fair & Fiesta plans are well underway and our messaging campaign has kicked off with an insert in the Calistoga Tribune tomorrow and in all Napa Valley Register and weeklies next Thursday and radio and TV ads underway next week. Entry receiving was earlier today and olive oil judging is next Wednesday. With a new layout and several new activities, we have a very exciting line up for the weekend. Tickets are on sale now. \$10 Fair only, included with price of the motorcycle or bull riding tickets.

CEO Moore received a request from the speedway promoter, Tommy Hunt, for consideration of a reduction in fees this year. The board provided feedback and consensus for CEO Moore to negotiate a reduction on the second day rate of both two-day racing events, provided both events remained as two-day events.

**6. ADJOURNMENT**

**Motion by Cole, second by Beck to adjourn at 6:51 pm. Motion passed unanimously, 4-0-0.**

Certified to be a true and correct copy.

\_\_\_\_\_  
Carlene Moore  
Chief Executive Officer

Date

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Karan Schlegel  
Chairperson

Date