

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE NAPA COUNTY FAIR ASSOCIATION  
THURSDAY, JANUARY 11, 2018**

**STAFF PRESENT:** CEO Carlene Moore

1. CALL TO ORDER

A regular meeting of the Board of Directors of the Napa County Fair Association was held Thursday, January 11, 2018, in the Tucker Room at the fairgrounds with the following directors present: Chairperson Karan Schlegel, Directors Bob Beck, Dana Cole, Bob Fiddaman, Gary Heitz, and Ricky Hurtado. The meeting was called to order at 5:40 pm by Chairperson Schlegel.

2. ADJOURN TO CLOSED SESSION

- a. Public Employee Performance Evaluation  
Title: Chief Executive Officer

CONVENE TO OPEN SESSION TO REPORT FROM CLOSED SESSION

The board reconvened in open session at 6:05 pm. Chairperson Schlegel reported that no reportable action was taken and the item is being continued at the conclusion of the open session.

3. PUBLIC COMMENT

Fred Ireland, David Shadd, Vernon Pride.

4. CONSENT CALENDAR

- a. Minutes of the special meeting held on December 14, 2017
- b. Financial Report of December 2017
- c. Correspondence
- d. Annual Resolutions
  - i. Local Agency Investment Fund Signature Authorization
  - ii. Bank of the West Signature Authorization
  - iii. Volunteer Workers' Compensation Insurance
  - iv. Contract Delegation of Authority
  - v. Visa Credit Card Purchases
- e. 2018 Calendar of Board Meetings
- f. Board Self-Assessment

**Motion by Fiddaman, second by Cole to approve consent calendar as presented. Motion passed unanimously, 6-0-0.**

5. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None

6. 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

Staff report: CEO Moore. Continued work on the plan and attempts to secure a carnival for the future.

*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 number one event center and ranked in the North Bay Area's top ten.*

b. Potential Joint Powers Authority (JPA) Formation for Fairgrounds Operations and Management;  
Impacts of JPA Formation on Napa County Fair Association:

Director report: Fiddaman. A brief recap of the meeting requested by the board and attended by Director Fiddaman and CEO Moore with County executives to express the board's sense of urgency for resolution to this matter.

Board discussion: Beck.

Public comment: None.

7. ADMINISTRATIVE ITEMS

a. Budget: 2018 Operating budget

Staff report: CEO Moore

Public comment: Richard Spitler, Ira Warm, Scott Atkinson

Board discussion: Beck, Fiddaman, Cole, Heitz, Hurtado, Schlegel

**Motion by Beck, second by Hurtado for a continued resolution of the existing budget until presentation of the final 2018 Operating budget at the February regular meeting. Motion passed unanimously, 6-0-0.**

b. CEO Report

i. WFA Convention

CEO Moore reported on her and staffs' recent attendance at the WFA Conference, including her hosting of two sessions for the industry, the upcoming CFA planning session to focus on new fair funding expenditure policies, and our Achievement Award recognition earned.

ii. The CEO also reported that the CDFFA Deferred Maintenance projects are moving forward, with job walks scheduled and bid packets issued.

**Motion by Fiddaman, second by Cole to adjourn to the continuance of the closed session at 7:36 pm.**

**Motion passed unanimously, 6-0-0.**

8. CLOSED SESSION (Continued)

a. Public Employee Performance Evaluation

Title: Chief Executive Officer

The board reconvened in Open Session at 8:14 pm. Chairperson Schlegel reported that no reportable action was taken and the item is being continued to the next regular meeting.

