

**AGENDA**  
**SPECIAL MEETING - NAPA COUNTY FAIR - BOARD OF DIRECTORS**  
**THURSDAY, NOVEMBER 2, 2017, 6:00 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 Chairperson, 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 Regular Meeting** held on September 14, 2017
  - b. **Financial Report** of September and October 2017
  - c. **Correspondence**
  
4. **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**
  
5. **ADMINISTRATIVE ITEMS**
  - a. **Committees:**
    - i. **Finance-Audit** meeting of November 1, 2017
      1. **Audit:** Accept 2016 audit

- 2. **Statement of Operations:** Receive revised 2016 end of year reports submitted to CDFA
- 3. **Quarterly Financial Reports:** Accept 2017 third quarter financial reports, second quarter Fair event reports, and contingency expenses through September 30, 2017
- b. **Budget:** Discuss 2018 timeline, priorities, and scenarios for budget development
- c. **CEO Report**
  - i. **Board elections update**
  - ii. **JPA update**

*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*

## 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 Ad-Hoc Committee:** Staff report of future Fair plans
  - i. **Approve 2018 Celebrate! Napa Valley event dates: ENGAGE Art Fair, April 6-8; Epicurean (Uforkit), April 21-22; Fiesta! Napa Valley, May 4-6; Christmas Faire, December 1**

**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.**

- b. **Volunteer Program Development Ad-Hoc Committee:** Presentation of program developments through October 2017
- c. **Fundraising Ad-Hoc Committee:** Staff report

## 7. ADJOURNMENT