

Notice of Meeting
Regular Meeting of the Board of Directors
#1-A District Agricultural Association
to be held
On Tuesday, January 24, 2017 – 10:00 AM
In the Paddock Room
Cow Palace, 2600 Geneva Avenue, Daly City, California

Mara Kopp, President
Ken Flower, Director
Al Perez, Director
Lori Marshall, CEO

Barbara Wanvig, 1st VP
William Nack, Director
Jason Chan, Director

Tony Pantaleoni, 2nd VP
Tyrone Evans, Director
Nancy Atkinson, Director

AGENDA

I. ROLL CALL

II. APPROVAL OF MINUTES OF BOARD MEETING - held December 13, 2016.

III. PUBLIC COMMENT FOR MATTERS NOT ON AGENDA

Speakers are limited to three minutes unless modified by the Chair. The Board of Directors will not take action on any matter raised under this item unless the matter is specifically otherwise noticed in this agenda. This is for items not listed on the Agenda.

IV. PRESIDENT'S REPORT

V. CEO REPORT -

- A. Update on rental events and bookings: Staff Report.
- B. Projects
- C. Other

VI. CONSENT AGENDA ITEMS:

1. Contract #: L17-16
Contractor: AIDS/Lifecycle
Event Type: Orientation Day and Opening Ceremony for annual AIDS/Lifecycle fundraising event (500+ bike ride SF to Los Angeles)
Dates: June 3-4, 2017
Use: Arena, North & South halls, South Parking Lot, Lower Exhibit Bldg #1, Bay C, Lower Exhibit Bldg #2, Bay F.
Terms: Minimum Rental fee: \$29,950.00 rental fee plus reimbursable expenses and merchandise buyout fee.
Projections: Admissions: N/A
Parking Revenue: \$11,500.00
Food and Beverage: \$750.00
2. Contract #: L17-17
Contractor: Pacific Gas and Electric Company (PG&E)
Event Type: Five month rental of a portion of the Upper Parking lot equivalent to 25,000 square feet.
Dates: February 13, 2017 – July 10, 2017
Use: Portion of Upper Parking lot
Terms: Minimum rental fee: \$13,750.00 per month

Projections: Admissions: N/A
Parking Revenue: N/A
Food and Beverage: N/A

3. Contract #: L17-18
Contractor: Paradise Valley Spas
Event Type: Battle of the Brands spa show and sale
Dates: February 17-20, 2017
Use: Lower Exhibit Bldg. #1, Bay C
Terms: Minimum rental fee: \$6,250.00 plus reimbursable expenses.
Projections: Admissions: N/A
Parking Revenue: N/A
Food and Beverage: N/A
4. Contract #: L17-19
Contractor: VStar Exhibitions, LLC
Event Type: Discover the Dinosaurs (family show)
Dates: March 17-19, 2017
Use: Arena and South Hall
Terms: Minimum rental fee: \$15,000.00 flat plus reimbursable expenses, merchandise buyout fee.
Projections: Admissions: N/A
Parking Revenue: \$15,000.00
Food and Beverage: \$5,000.00

VII. COMMITTEE REPORTS:

- A. Executive Committee – Mara Kopp, Chair
- B. Long Range Planning Committee – Tony Pantaleoni, Chair.
 - i. Presentation with Joe Barkett on Upper Lot Development
- C. Budget and Finance Committee – Barbara Wanvig, Chair
 - i. December 2016 Financial Statements (see Item VIII-A)
- D. Grand National Committee – Mara Kopp
 - i. Set meeting date for February
- E. Concessions & Parking Committee- Ken Flower, Chair
- F. Outreach Committee – Al Perez, Chair

VIII. ACTION ITEMS

- A. Approval of Financial Statements for December 2016.

IX. XI. MATTERS OF INFORMATION

- B. CEO Comments
- C. Director Comments
- D. Next Board Meeting – Tuesday, February 21, 2017, 10 am .

X. ADJOURNMENT

Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provisions of the Americans with Disabilities Act are requested to contact the office of the 1-A District Agricultural Association (415)404-4100, at least five working days prior to the meeting to insure the proper arrangements can be made.

At the discretion of the Board of Directors, all items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board of Directors. The Board may convene to closed session pursuant to Government Code Section 11126, subdivisions (a) and (e) to consider personnel evaluation and/or possible litigation. Items may not necessarily be taken up in the order shown on this Agenda. This agenda, and all notices required by Bagley-Keene Open Meeting Act are available on the Internet at:

www.cowpalace.com