

Notice of Meeting
Regular Meeting of the Board of Directors
#1-A District Agricultural Association
to be held
On Tuesday, November 21, 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 September 19, 2017.

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. GNR & JGN review and reports –
- C. Projects -

VI. CONSENT AGENDA ITEMS:

Contract #: L18-05

Contractor: Larsen Enterprises, LLC dba/San Francisco Flower & Garden Show

Event Type: Flower and Garden Show

Dates: March 28, 2018-April 10, 2018

Use: Arena, North & South Hall

Terms: Minimum Rental fee: \$65,000.00 flat rental fee plus estimated reimbursable expenses.

Projections: Admissions: N/A Parking Revenue: \$15,600.00 Food and Beverage: \$22,500.00

Contract #: L18-06

Contractor: San Francisco AIDS Foundation

Event Type: AIDS/Lifecycle Orientation Day, Opening Ceremony and Ride Out

Dates: June 2-3, 2018

Use: Arena, North & South Hall

Terms: Minimum Rental fee: \$29,950.00 flat rental fee plus estimated reimbursable expenses.

Projections: Admissions: N/A Parking Revenue: \$11,000.00 Food and Beverage: \$750.00

Contract #: L18-07

Contractor: MKTG, Inc.

Event Type: Corporate-post conference after-party

Dates: March 14, 2018

Use: Arena and South Hall with exclusive use of Main, Upper and South Parking lots event day.

Terms: Minimum Rental fee: \$55,000.00 plus estimated reimbursable expenses.

Projections: Admissions: N/A

Parking Revenue: \$11,000.00 included in rental fee

Food and Beverage: Potential F&B buyout or Centerplate percentage of catering bill.

VIII. COMMITTEE REPORTS:

- A. Executive Committee – Mara Kopp, Chair
- B. Budget and Finance Committee – Barbara Wanvig, Chair
 - i. September & October 2017 Financial Statements (see Item VIII-A)
- C. Concessions and Parking Committee – Ken Flower, Chair
- D. Grand National Rodeo Committee – Mara Kopp
- E. Junior Grand National Show – Nancy Atkinson, Chair
- F. Outreach Committee – Al Perez, Chair

IV. ACTION ITEMS

- A. Approval of Financial Statements for September & October 2017
- B. Approval of Centerplate Master Concessionaire Contract

X. MATTERS OF INFORMATION

- B. CEO Comments
- C. Director Comments
- D. Next Board Meeting – Tuesday, December 19, 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 I-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