

Notice of Meeting
Regular Meeting of the Board of Directors
#1-A District Agricultural Association
to be held
On Tuesday, September 20, 2016 – 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 August 16, 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 –upgrades/improvements/grounds beautification
- C. Advertising/Public Relations
- D. Other items

VI. CONSENT AGENDA ITEMS:

Contract #: L16-42
Contractor: United States Jiu Jitsu Federation, Inc.
Event Type: Two day international Brazilian Jiu Jitsu tournament
Dates: November 5-6, 2016
Use: Main Arena
Terms: Minimum Rental fee: \$6,500.00 plus reimbursable expenses
Projections: Admissions: \$21,000.00
(\$14.00 Ticket price includes \$2.00 facility fee per ticket to Cow Palace).
Parking Revenue: \$7,500.00
Food and Beverage: \$2,500.00

Contract #: L16-29
Contractor: George P. Johnson Company (on behalf of Sales Force, Inc.)
Event Type: One day corporate event
Dates: October 5, 2016
Use: Main Arena, North and South Halls, South, Main, Upper,
Lower Exhibit Building Parking Lot.
Terms: Minimum rental fee: \$144,625.00 plus reimbursable expenses.
Projections: Admissions: N/A

Parking Revenue: Parking lot buy-out day of event (exclusivity) \$22,500.00
Food and Beverage: Preferred Caterer Commission: Centerplate 20% of food and beverage catering invoice billed to George P. Johnson/Sales Force.
Temporary/Preferred Caterer Commission: Paula LeDuc (Benioff/UCSF Gala-South Hall) 10% of food and beverage catering invoice billed to George P. Johnson/Sales Force.

VII. COMMITTEE REPORTS:

- A. Executive Committee – Mara Kopp, Chair
- B. Long Range Planning Committee – Tony Pantaleoni, Chair.
- C. Budget and Finance Committee – Barbara Wanvig, Chair
 - i. Discussion & approval of August 2016 Financial Statements (see Item VIII-A)
- D. Grand National Committee – Mara Kopp, Chair
 - i. Update from the Grand National Committee meeting
 - ii. Dates for 2017: Oct. 21 & 22, Oct. 27& 28
- E. Junior Grand National Committee – Tony Pantaleoni, Chair
 - i. Update from the Jr Livestock Committee meeting
 - ii. Dates for 2017 Junior show: Oct. 20-23
- F. Concessions & Parking Committee- Ken Flower, Chair
- G. Outreach Committee- Al Perez, Chair

VIII. ACTION ITEMS

- A. Discussion and approval of Financial Statements for August 2016.
- B. Approval of Master Agreement with CA Fairs Financing Authority for Project Management

IX. MATTERS OF INFORMATION

- A. CEO Comments
- B. Director Comments
- C. Next Grand National/Jr Show Committee meeting – To be determined
- D. Next Board Meeting – To be determined

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