

CALIFORNIA EXPOSITION & STATE FAIR

Minutes of the Board of Directors Regular Meeting

Held Pursuant to Due Notice
September 29, 2017

California Exposition & State Fair
Administration Building Boardroom
1600 Exposition Boulevard
Sacramento, CA 95815

Directors Present

Director Mark Nelson, Chair
Director Rima Barkett, Vice Chair
Director Corny Gallagher
Director Rina DiMare
Director Jess Durfee
Director Rex Hime
Director Tony Ortiz

Directors Absent

Director Sonney Chong
Director David Mallel

Staff Present

Rick Pickering, Chief Executive Officer (CEO)
Tom Martinez, Chief Deputy General Manager (CDGM)
Samantha Brown, Deputy General Manager Administration (DGM)
Margaret Mohr, Deputy General Manager Business Development & Marketing (DGM)
Rachelle Weir, Programs Manager
Marcia Shell, Assistant General Manager, Expo Events (AGM)
Sue O'Brien, Executive Secretary
Maricela Ramirez, Marketing Staff
Don Callison, Programs Staff

Others Present

Brian Honebein, Event Partnership
Amber Williams, un/common
Mona Foster, Hui Hawaii and Ka' onohi Foundation

*May not include all others present in the room or arriving late.

1. CALL TO ORDER

The meeting was called to order by Chair Nelson at 1:00 p.m. Chair Nelson dispensed with reading the Mission Statement, Policy Statement and Public Comments Statement.

2. PLEDGE OF ALLGIANCE

Chair Nelson asked Director Ortiz to lead the Board and Staff in the Pledge of Allegiance.

3. ROLL CALL

Roll call was taken and a quorum was present. Director Chong and Director Mallel were not present and asked to be excused.

Motion:

It was moved by Director Hime and seconded by Director Durfee to excuse the absence of Director Chong and Director Mallel. **All in favor, motion carried unanimously.**

4. INTRODUCTION OF GUESTS & STAFF

Introduction of Guests and Staff were made around the room.

5. PRESENTATION

- a. Presentation to Greg Miller in Recognition of his Retirement.
CEO Pickering reported that Greg asked that his presentation be done out that the Maintenance yard. A Golden Bear presentation was made and we would like to congratulate and say thank you to Greg.

6. MINUTES OF MEETINGS

- a. Accept Cultural Advisory Council Meeting Minutes of May 11, 2017, as presented.
- b. Accept Cultural Advisory Council Meeting Minutes of August 17, 2107, as presented.
- c. Accept Agricultural Advisory Council Meeting Minutes of April 18, 2017, as presented.

Motion:

Director Hime made a motion to accept items 6 a, b & c as presented and was seconded by Director Gallagher. **All in favor, motion carried unanimously.**

- d. Approve Board Committee Meeting Minutes of June 2, 2017, as presented.
- e. Approve Board Meeting Minutes of June 2, 2017, as presented.

Motion:

Vice Chair Barkett made a motion to approve items 6 d and e as presented and was seconded by Director Ortiz. **All in favor, motion carried unanimously.**

7. COMMITTEE AND STAFF REPORTS

a. Finance Committee Report – Director Gallagher

1. GS \$Mart (Golden State Financial Marketplace) Financing
After reviewing and a discussion of this item Committee Chair Gallagher made a motion that the committee recommends to this board to grant authorization to staff to being negotiations with GS \$Mart.

Motion:

Director Hime moved to accept the recommendation and Director Durfee seconded. **All in favor, motion carried unanimously.**

2. Carnival Operator Letter of Interest
Deputy General Manager Brown reviewed the staff report for this information only item.

b. Annual State Fair Committee Report – Vice Chair Barkett

Chief Deputy General Manager Martinez reviewed the Marketing Staff Report. Amber Williams from un/common showed a power point presentation reviewing the Marketing campaign used during State Fair. Programs Manger Weir reviewed the staff report and gave an overview of the competitions, exhibits and programs.

c. Exposition Facility & Operations

Assistant General Manager Shell reviewed the staff report and shared upcoming events.

8. FINANCIAL REPORTS

a. Service Contracts Requiring Notification/Approval

During the discussion of these items the Command Center, Inc contract was updated to reflect the total cost for two years.

Motion:

Committee Chair Gallagher made a motion that the committee recommends that this board approve those items as required. Director Durfee moved to accept the recommendation and Director Hime seconded. **All in favor, motion carried unanimously.**

b. Request for Relief of Accountability

After some discussion Committee Chair Gallagher made a motion.

Motion:

Committee Chair Gallagher made a motion that the committee recommends to the board approval of this request to relieve this debt to the fair. Director Hime moved to accept the recommendation and Director Durfee seconded. **All in favor, motion carried unanimously.**

c. Profit/Loss Statement

d. Point Sheet – Profit/Loss Statement

e. Balance Sheet

f. Point Sheet Balance Sheet

g. Cash Handling Audit Results

A special audit was done to review cash control procedures. Every audited item was noted to have no exceptions.

Motion:

Committee Chair Gallagher made a motion that this committee recommends to this board acceptance of all financial reports. Director Hime moved to accept the recommendation and Director Durfee seconded. **All in favor, motion carried unanimously.**

9. CORRESPONDENCE

- a. Letter from United Farm Workers to Mark Nelson, Chair and Members of Cal Expo
- b. Letter from United Farm Workers to Rick Pickering, CEO of Cal Expo
- c. Letter from County of Sacramento – Regional Parks Department

10. OLD BUSINESS

None

11. NEW BUSINESS

- a. Discussion and Possible Approval of Dates for the 2018 California State Fair.

A motion was made that the Annual State Fair Committee recommends to this board approval of July 13 – 29, 2018 as California State Fair dates for 2018.

Motion:

Director Hime moved to accept the recommendation and Director Durfee seconded. **All in favor, motion carried unanimously.**

12. MATTERS OF INFORMATION

- a. Public Comment on Matters not on the Agenda
Mona Foster, Hui Hawaii and Ka’ onohi Foundation had questions regarding parking rates and reimbursable rates.
- b. CEO Comments
CEO Pickering mentioned Cal Expo’s flicker account. He updated the Board regarding the RFP for Sponsorship Services and an RFP for Rodeo/Equine Event for 2018 State Fair. He also gave an update on Rock & Brews and Cannabis. He mentioned that staff is working on preparing a draft budget for the Board Retreat. Chief Deputy General Manager Martinez mentioned that the next CHRB meeting was October 26, 2017, in Del Mar which is the same date as the Board Retreat. After a discussion a motion was made to change the Board Retreat and Board Meeting to November 2 & 3, 2017.

Motion:

The motion was moved by Director Durfee and seconded by Director Hime to change the Board Retreat and Board Meeting dates to November 2 & 3, 2017. **All in favor, motion carried unanimously.**

- c. Directors Comments/Agenda Items for Future Meetings
Director Durfee thanked staff for an amazing State Fair.
Director Gallagher thanked staff for the 50th Anniversary coins.

Director Hime thanked staff for a good job marketing the fair and suggests someone looks into high school graduations on PMP.

Director Ortiz excellent fair.

Director DiMare awesome fair.

Vice Chair Barkett congratulations to staff.

d. Board Retreat – **November 2 & 3, 2017**

e. Next Board Meeting **November 3, 2017**

f. Other, if any

13. ADJOURNMENT

Motion:

Motion to adjourn was made by Director Hime and seconded by Director Durfee to adjourn. **All in favor, motion carried unanimously.**

The Board of Directors meeting was adjourned at 3:03 p.m.