

CALIFORNIA EXPOSITION & STATE FAIR

Minutes of the Board of Directors Regular Meeting

Held Pursuant to Due Notice
September 14, 2018

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

Directors Present

Director Rina DiMare, Vice Chair
Director Sonney Chong
Director Jess Durfee
Director Corny Gallagher
Director Rex Hime
Director K. Mark Nelson

Directors Absent

Director Rima Barkett, Chair
Director David Mallel
Director Tony Ortiz

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)
Marcia Shell, Assistant General Manager, Expo Events (AGM)
Rachelle Weir, Programs Manager
Jay Carlson, Ag Programs Manager
Sue O'Brien, Recording Secretary
Jen Koga, Finance
Zane Glaser, Finance
Jim McGonigle, IT

Others Present

Brian Honebein, Event Partnership
Amber Williams, un/common
Randy Brink, Goodwill Ambassador

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

1. CALL TO ORDER

The meeting was called to order by Randy Brink at 12:35 p.m. Vice Chair DiMare dispends with the reading of the Missions Statement, Policy Statement and Public Comment Statement.

2. ROLL CALL

Roll call was taken and a quorum was present. Chair Barkett, Director Mallel and Director Ortiz 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 Chair Barkett, Director Mallel and Director Ortiz. **All in favor, motion carried unanimously.**

3. PLEDGE OF ALLEGIANCE

Vice Chair DiMare asked Director Gallagher to lead the Board and Staff in the Pledge of Allegiance.

4. INTRODUCTION OF GUESTS & STAFF

Introduction of Guests and Staff were made around the room.

5. PRESENTATION

None

6. MINUTES OF MEETING

a. Accept Cultural Advisory Council Meeting Minutes of March 8, 2018, as presented

b. Accept Cultural Advisory Council Meeting Minutes of April 12, 2018, as presented

c. Accept Cultural Advisory Council Meeting Minutes of May 10, 2018, as presented

d. Accept Agricultural Advisory Council Meeting Minutes of February 20, 2018, as presented

e. Accept Agricultural Advisory Council Livestock & Animal Care Committee Meeting Minutes of May 20, 2015, as presented

f. Accept Agricultural Advisory Council Livestock & Animal Care Committee Meeting Minutes of April 14, 2016, as presented

g. Accept Agricultural Advisory Council Livestock & Animal Care Committee Meeting Minutes of April 5, 2017, as presented

Motion:

Director Durfee moved to accept items "a" through "g" as presented. Director Hime seconded the motion. **All in favor, motion carried, unanimously.**

h. Approve Board Committee Meeting Minutes of June 1, 2018, as presented

- i. Approve Board Meeting Minutes of June 1, 2018, as presented
Items “h” and “i” have been moved to the November 2, 2018, agenda

7. COMMITTEE AND STAFF REPORTS

a. Annual State Fair Committee – Director Durfee

Director Durfee reported out that the committee had been briefed by the Exposition Facility, Operations & Events department, Programs department and Marketing department regarding the 2018 California State Fair. Amber Williams of un/common presented a power point regarding advertising and trends during the 2018 State Fair. Director Durfee continued that the only business item was the recommendation of 2019 State Fair dates.

Motion:

Director Durfee on behalf of the committee moved that this body approve 2019 State Fair dates for July 12-28, 2019. Director Hime seconded the motion. **All in favor, motion carried unanimously.**

b. Finance Committee – Director Gallagher

Director Gallagher reported out that the committee had a discussion regarding notification to the finance committee members about Service Contacts and Purchase Orders requiring notification and approval be made available sooner to the committee members. Director Gallagher then proceeded to review staff report with the Board of Directors.

Motion:

Director Hime recommended to give the legislative committee and staff the authority to pursue the possibility of a Budgetary line item for operations. Director Gallagher moved the motion and Director Chong seconded the motion. **All in favor, motion carried unanimously.**

8. FINANCIAL REPORTS

a. Service Contracts Requiring Notification

b. Service Contracts Requiring Approval

Motion:

Director Gallagher reported that the Finance Committee recommends/moves that the Board approve the contract with the Sheriff’s Department. Director Nelson seconded the motion. **All in favor, motion carried unanimously.**

c. Purchase Orders Requiring Notification

d. Profit/Loss Statement – 2nd Quarter Financials

e. Balance Sheet

f. Aged Receivable Report

g. Cash Flow

h. 2018 California State Fair Revenue and Per Caps

i. 2019 Working Budget Document-Draft

Motion:

Director Gallagher reported that the Finance Committee recommends approval of all the financial reports listed as presented. Director Durfee seconded the motion. **All in favor, motion carried unanimously.**

9. CORRESPONDENCE

None

10. OLD BUSINESS

None

11. NEW BUSINESS

- a. Recommend 2019 State Fair Dates for approval: July 12-28, 2019
CEO Pickering reported that at this point in time State Fair has 3 weeks of Horse racing for 2019. He mentioned that positive comments were made about the outstanding improvements that were made at Cal Expo along with the fact that Cal Expo State Fair Race Meet was up 17%.

12. MATTERS OF INFORMATION

- a. Public Comment on Matters not on the Agenda
- b. CEO Comments
Global Winter Wonderland is returning and is on site setting up their compound.
High Times is planning a 2nd event at Cal Expo in October. Working with the City of Sacramento as they don't have a process in place to approve these types of events.
PMP – Sac Republic is in 4th place and will have at least one game on their home field. This is in addition to 3 separate large music events.
The Cal Expo team has put together the initial list of projects for Deferred Maintenance and is starting a 2nd list based on items from the Sierra West report for another budget request in 2019.
Had an outstanding California State Fair despite of the heat and thanks to the Board Members for attending. Thanks to staff for working to create cool zones, more shade and misters.
- c. Directors Comments/Agenda Items for Future Meetings
Director Chong – Happy to be back. Need to explore making adjustments for the future of State Fair
Director Nelson - Cultural Advisory Council had a meeting last night and there are several openings on that Council.
Director Hime – Thanks to staff for a tremendous State Fair, and to staff that worked on the Deferred Maintenance budget and looking forward to the retreat.
Director Gallagher – Ditto to Director Hime. Thank you to Acting Chief Robillard for a safe fair. Complements to Tom Martinez and Jaime Ramirez for the Mariachi Competition.
Director Durfee-Thanks to staff for the support of Out at the Fair and looking forward to next year.
Vice Chair DiMare-Thanks to staff and everyone for their good work at the Fair.

- d. Board Retreat – **November 1-2, 2018**
- e. Next Board Meeting – **November 2, 2018**
- f. December Board Meeting – December 7 or December 14, 2018
Vice Chair DiMare suggested moving the December 7th board meeting to December 14, 2018, due to scheduling conflicts of Board Members.
Motion:
Motion was moved by Director Hime and seconded by Director Nelson.
All in favor, motion carried unanimously.
- g. Other, if any
Randy Brink gave his report.

13. CLOSED SESSION

For purposes of discussing matters of 1) pending litigation, 2) real property negotiations, and 3) personnel matters related to the General Manager under Government Code Section §11126. The Board will meet in Closed Session to confer with and/or receive legal advice from counsel or the represented delegate.

14. ADJOURNMENT

Randy Brink asked for the meeting to be adjourned.

Motion:

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

The Board of Directors meeting was adjourned at 1:37 p.m.