

**AGENDA**  
**REGULAR MEETING - NAPA COUNTY FAIR - BOARD OF DIRECTORS**  
**WEDNESDAY, JANUARY 12, 2011, 5:30 PM, BOARD ROOM**

1435 NORTH OAK STREET, CALISTOGA, CA 94515

(707) 942-5111

2010 Board of Directors

Mark Porter, Jim Keag, Karan Schlegel, Ray Edds, Rich Holston, Melanie Watson, Mike Winrod

General Information

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Board of Directors (Fair Office), 1435 North Oak Street, Calistoga, CA; between the hours of 8:00 a.m. and 5:00 p.m. except for holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA please proceed to the rostrum, and after receiving recognition from the President, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the President of the Board.

1. **CALL TO ORDER: ROLL CALL**
  
2. **PUBLIC COMMENT:** Opportunity for members of the public to address the Board about issues not on the agenda. Each presentation limited to 5 minutes. No action may be taken by the Board at this time.
  
3. **CONSENT CALENDAR**
  - a. Approval of Minutes of the Regular Meeting held on December 8, 2010
  - b. Approval of Financial Statements for the Period ended December 31, 2010
  - c. Approval of Expenditures
  - d. Approval of the following Agreements:
    - i. Interim Rental Agreements
    - ii. RV Agreements
    - iii. Standard Service Agreements
    - iv. Commercial Exhibit Agreements
    - v. Concession Agreements
    - vi. Judging Agreements
  
4. **COMMITTEE REPORTS**
  - a. Executive
  - b. Buildings & Grounds
  - c. Campground
  - d. Golf
  - e. Parade
  - f. Policy
  - g. Public Relations
  - h. Race

5. **CORRESPONDENCE**

- a. **F&E:** F&E Loan Administration Services for the Fairs
- b. **CFSA:** Executive Director Donna Bardaro retirement
- c. **F&E:** New F&E Budget Policies
- d. **F&E:** Re-evaluation of Project Fund Sources
- e. **F&E:** Fairground Emergency Response Use Information
- f. **CCA:** Organizational Announcement for California Construction Authority
- g. **CFSA:** FYI December newsletter

6. **UNFINISHED BUSINESS**

- a. **STRATEGIC PLAN UPDATE:** Update from Long Range Planning Meeting of October 23, 2010
- b. **2011 BUDGET REVISIONS:** Per F&E budget policy changes
- c. **FAIR THEME:** 2011 Selection

7. **NEW BUSINESS**

a. **ANNUAL RESOLUTIONS:**

- i. Local Agency Investment Fund Signature Authorization. CEO Carlene Moore, President Mark Porter, and Treasurer Karan Schlegel are authorized to sign on the Fair's savings account with LAIF effective January 1, 2011 through December 31, 2011.
  - ii. West America Bank Signature Authorization. CEO Carlene Moore, President Mark Porter, and Treasurer Karan Schlegel are authorized to sign and endorse checks, drafts, and other negotiable instruments, and to make deposits and withdrawals from authorized accounts effective January 1, 2011 through December 31, 2011. However, individual withdrawals in excess of \$8,000 require the signature of two of the persons authorized to sign checks.
  - iii. Bank of America Signature Authorization. CEO Carlene Moore, President Mark Porter, and Treasurer Karan Schlegel are authorized to sign and endorse checks, drafts, and other negotiable instruments, and to make deposits and withdrawals from authorized accounts effective January 1, 2011 through December 31, 2011. However, individual withdrawals in excess of \$8,000 require the signature of two of the persons authorized to sign checks.
  - iv. Volunteer Workers' Compensation Insurance. Members of the Board of Directors and volunteers are covered by the Napa County Fair Association's workers' compensation insurance while performing their volunteer work.
  - v. Contract Delegation Authority. CEO Carlene Moore is authorized to execute rental agreements, service agreements, and agreements for judging for the Napa County Fair Association which do not exceed \$15,000 without further authorization from the Board of Directors effective January 1, 2011 through December 31, 2011. All such agreements, however, are to be presented to the Board of Directors for review at the subsequent meeting.
- b. **OPPOSITION LETTER TO SB1:** Letters to our State Legislators in opposition to SB1, seeking to sell the San Diego Fairgrounds

- c. **RETIREE MEDICAL BENEFITS:** Report from PC Consulting on retiree eligibility for medical benefit reimbursement
- d. **2011 GOLF COURSE RATES**

8. **MATTERS OF INFORMATION**

- a. **CEO REPORT**
- b. **DIRECTORS REPORTS**

9. **ADJOURNMENT**