

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE NAPA COUNTY FAIR ASSOCIATION  
WEDNESDAY, MAY 11, 2011**

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

**DIRECTORS PRESENT:** Porter, Schlegel, Edds, Holston, Watson, Winrod

**DIRECTORS ABSENT:** Keag

**OTHERS PRESENT:** CEO Carlene Moore

**VISITORS:** Mike Wieskamp, Michael Hardison, Edgar Massoletti, Ron Schlegel, August Grube, Jim Hunter, Truman Houk, Joan Kranich, Ray Kimmel, Joan Klaus, Allie Manta, Robert Oliver, Sally Houk, Donna Gordon, Kerri Abreu, Peter Beltrano, Taylor Martin, Bill Squire, John Tuttle, Terrence Ponsford, Bill Moseley, Warren Wilson, Nancy Wilson, Pat Hampton, Essie Doty, Guy Kimble, Richard Spitler, Pat McBride, Larry Costello, Mary Ellen Hester, Georgi Costello, Jon Klaus

**1. CALL TO ORDER**

A regular meeting of the Board of Directors of the Napa County Fair Association was held Wednesday, May 11, 2011 in the Main Office at the fairgrounds. The meeting was called to order at 7:03 PM by President Mark Porter.

**2. PUBLIC COMMENT**

Augie Grube spoke on behalf of the Knights Valley Fire Department and expressed their discontent at the increase in rates, which they paid, and wanted to make sure that the people volunteering at the speedway for the World of Outlaws event held on April 2 were going to be properly recognized and thanked.

Kerri Abreu read her letter to the board in which she expressed her concern over the elimination of the maintenance positions and concern that there won't be a plumber at events, that we should be developing sponsorships and why aren't we pursuing them, that it's absurd to use volunteers on the golf course and that it looks worse than a year ago, that the full-time employees in the RV park could be put to better use, and that it's difficult for her to be an ambassador for us with all these changes.

Taylor Martin spoke on behalf of Cub Football, offering their support and assistance to the Association.

**3. CONSENT CALENDAR**

Director Watson moved, Director Holston seconded and motion carried to approve the Consent Calendar as presented.

**4. COMMITTEE REPORTS**

- a. EXECUTIVE: Director Edds reported that the Executive Committee met on May 10, 2011 to discuss the capital improvements plan to be presented to the County, of which further discussion was deferred to Item 7-b.
- b. BUILDINGS & GROUNDS: Director Winrod reported that the committee met on April 21, 2011 to discuss and begin prioritizing capital improvement projects for the coming fall, which the committee recommends the golf course and RV restrooms be at the top of that list.
- c. CAMPGROUND: No meeting to report.
- d. GOLF: No meeting to report.

- e. PARADE: No meeting to report.
- f. POLICY: Director Watson reported that the committee met on April 18, 2011 to discuss the utility vehicle and golf cart policy and RV cancellation policies and to review the safety policy, of which further discussion was deferred to Item 7-c.
- g. PUBLIC RELATIONS: No meeting to report.
- h. RACE: Director Edds reported that the committee met on April 19 to finalize the speedway program.

## 5. **CORRESPONDENCE**

- a. CFSA: The Board acknowledged the April FYI Newsletter from CFSA.
- b. F&E: The Board acknowledged F&E's acceptance of our 2010 Statement of Operations as submitted in February.
- c. NAPA VALLEY MUSEUM: The Board acknowledged the thank you letter from the Napa Valley Museum for our donation of a round of golf to their silent auction.
- d. BOYS & GIRLS CLUB: The Board acknowledged the thank you letter from the Boys & Girls Club for our donation of a round of golf to their silent auction.
- e. F&E: The Board acknowledged the proposed 2011/2012 Expenditure Plan, noting that it contained a lot of zeroes in light of the governor's proposed budget.
- f. CFSA: The Board acknowledged the 2011 Risk Pool Assessments from CFSA for our general liability and workers compensation insurance.
- g. CCA: The Board acknowledged the announcement from CCA that Jess Cummings retired.
- h. RON HALE: CEO Moore read the response sent to Mr. Ron Hale in response to his letter regarding events that took place during the World of Outlaws race.

## 6. **UNFINISHED BUSINESS**

- a. PARADE GRAND MARSHALL: Director Edds moved, Director Watson seconded and motion carried to approve 'Sam Brannan' and 'Robert Louis Stevenson' (if available) as the Grand Marshals for the 2011 Silverado Parade.
- b. PARADE JUDGES: Director Edds moved, Director Watson seconded, and motion carried to return this item to Buildings and Grounds Committee as part of their review for the Master Plan.
- c. 2011 FAIR: CEO Moore reported that she has worked with our attorney and Helm Carnival to negotiate a new contract for 2011 allowing Helm to subcontract up to 30% of their rides to a mutually agreed upon subcontractor and that advance sales tickets will be sold for \$18 each, with the Helm contributing the \$1 commission to the Soroptimist for their sales. Additionally, CEO Moore reported on the participation of the St. Helena and Calistoga Chambers for the wine and beer garden, and the Calistoga Rotary Club's hosting of a beer tasting during the Blues Festival on Sunday, that the members of Silvercreek are reuniting to provide us a free Saturday night concert following the Bull Riding event, and the St. Helena Kiwanis Club will sell beer and margaritas during the Hispanic celebration on Sunday.

- d. SEWER PROJECT: CEO Moore reported that the sewer project is finally underway as a day labor project.
- e. COUNTY CONTRACT: CEO Moore reviewed the self-sustainability plan and the steps that have been taken so far in implementing it as we prepare to present it to the County next month. The response from volunteers has been great, but more are still needed. Questions from members of the public in attendance were heard by the board and the public was reassured that steps and procedures are in place to train volunteers, that adequate insurance coverage for volunteers is provided, and thorough training on equipment will continue to be provided.

## 7. **NEW BUSINESS**

- a. GOLF COURSE RATES: Director Edds moved, Director Holston seconded and motion carried to continue the \$15 rate for the Mount St. Helena Men's Club on Mondays and Wednesdays and one Saturday a month and for the Ladies' golf club on Tuesdays and Thursdays through 2011.
- b. COUNTY CONTRACT: CEO Moore reviewed the proposal as put forth by the Executive Committee to establish a Capital Improvements fund and plan, which specifically identifies the golf course, RV park, and Butler Pavilion/Fiesta Center as the top three facility priorities for improvements. As discussed during the long range planning session in October 2010, the Board believes that these three areas of our operations offer the greatest potential for return on investment. Projects will include restroom upgrades and remodels. Additionally, the committee recommends that the Association operate the grandstand beer booth during racing events and earmark those funds as Capital Improvement Funds, request \$50,000 per year from the County for improvements such as electrical, sewer, plumbing, and roofs, and define a percentage of profitability in each area of our operations at year end to invest back into that operation. Director Edds moved, Director Schlegel seconded and motion carried to accept the Capital Improvement Fund and Plan as presented.
- c. POLICY: Director Edds moved, Director Holston seconded and motion carried to approve the Utility Vehicle & Golf Cart Policy, Safety Policy, and RV Group Cancellation Policy as presented.
- d. DIRECTORS SHIRTS: CEO Moore asked that any board members wishing to order a new shirt for this year please contact the office with their size and color request.
- e. AUDIT SERVICES: Director Watson moved, Director Holston seconded and motion carried to award the Audit Services contract to Constance Coughlan, CPA, the apparent low bidder.
- f. FAIRTIME SECURITY SERVICES: Director Edds moved, Director Watson seconded and motion carried to award the Fairtime Security Services contract to Professional Event Services, the apparent low bidder.
- g. DIRECTOR RESIGNATION: After expressing her gratitude and appreciation for having served with the other members of the board for the past five years, Director Watson resigned from her position as a director but vowed to stay around as a volunteer and continue to support the board and administration in our transition. Director Holston thanked Director Watson for her many hours of dedicated service to the Association. Reluctantly, Director Edds moved, Director Holston seconded and motion carried to accept the resignation of Melanie Watson from the board of directors.

