

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE NAPA COUNTY FAIR ASSOCIATION
WEDNESDAY, OCTOBER 19, 2011**

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

DIRECTORS PRESENT: Porter, Keag, Schlegel, Edds, Holston, Winrod

DIRECTORS ABSENT: None

OTHERS PRESENT: CEO Carlene Moore

VISITORS: Melanie Watson, Mary Ellen Hester, Patrick McBride, Augie Grube, Mike Griffin, Ron Schlegel, Bill Squire, Bill Moseley, Mike Benson, Pat Hampton, Bill Gerhard

1. CALL TO ORDER

A regular meeting of the Board of Directors of the Napa County Fair Association was held Wednesday, October 19, 2011 in the Main Office at the fairgrounds. The meeting was called to order at 7:00 PM by President Mark Porter.

2. PUBLIC COMMENT

Bill Squire suggested that the ballot process be reviewed in order to keep it a secret ballot, suggesting that in the future, ballots be mailed with two envelopes, one to place the ballot in, seal, and sign, and another as an outer envelope to then mail the ballot back. He went on to suggest that when the ballots were received the signatures could be verified and then the ballot-envelope placed in the ballot box.

3. CONSENT CALENDAR

Director Edds moved, Director Keag seconded and motion carried to approve the Consent Calendar as presented.

4. COMMITTEE REPORTS

The Policy Committee met on September 29 and October 6 and further discussion was deferred to Items 6-a, 6-c, and 7-c.

5. CORRESPONDENCE

- a. Santa Rosa High School Foundation: The Board acknowledged the thank you letter for our donation of a round of golf to their silent auction.
- b. 92 Moose Racing: The Board acknowledged the thank you letter for all of the efforts made during the Louie Vermeil Classic.
- c. Communication Workers of America Local 9400: The Board acknowledged the thank you letter for our donation of a round of golf to their silent auction.
- d. V&G Event Services: The Board acknowledged the letter regarding service errors during the Calistoga Classic Car Show.
- e. La Clinica de la Raza: The Board acknowledged the thank you letter for our donation of a round of golf to their silent auction.
- f. CFSA: The Board acknowledged the October FYI newsletter.
- g. F&E: The Board acknowledged the recall of the PVII funding advance.

6. UNFINISHED BUSINESS

- a. Tiercy Tamagni: Director Holston moved, Director Edds seconded and motion carried to deny Ms. Tamagni's request for a refund from her July event as it would set precedence for violating our own policies, policies created to insure equal treatment for all users of the facilities.

- b. Reclaimed Water Pond: CEO Moore reported that CFFA has requested formal quotes from two vendors for the new duplex pump system before presenting us with the scope of work and project estimations.
- c. By-Law Amendment: Director Edds reported that during the Policy Committee's meeting on September 29 and October 6 to discuss concerns and logistics of the proposed By-Law Amendment to expand the board to nine members. The committee reviewed the application process at the County, including notification to county media about the openings, online applications available on the county's website, forwarding of those applications to the CEO to present to the board, interview by the current board, recommendation by the current board to the Board of Supervisors. All of the information is available on the county's website, as they currently appoint to over 40 boards, councils, and commissions. Director Holston noted that if we are not satisfied with the process a year from now, the By-Laws can always be amended back to their current language. Director Edds moved, Director Schlegel seconded and motion carried by a 4-2 vote to accept the By-Law Amendment. Director Keag and Winrod dissenting.
- d. 2012 Fair Dates: Director Edds moved, Director Keag seconded and motion carried to adopt June 29 through July 4, closed on July 2 and 3, as the 2012 fair dates.
- e-f. WFA Blue Ribbon and Directors Awards: Director Edds moved, Director Holston seconded that the golf course volunteers be recognized.

7. NEW BUSINESS

- a. Soroptimist International of Calistoga: Director Keag moved, Director Edds seconded and motion carried to approve the reduced fee request for use of the Butler Pavilion for the annual senior luncheon.
- b. Kerri Abreu: Director Holston moved, Director Edds seconded and motion carried to approve the reduced fee request for use of the Butler Pavilion for the annual community Thanksgiving.
- c. Policy: After much discussion about the challenges of the 4th of July being on a Wednesday in 2012 and the potential losses incurred on the non-weekend and non-holiday days, Director Edds moved, Director Schlegel seconded that the 2012 Fair dates include the weekend before and the 4th of July, with staff reporting back at the next meeting with specific date and programming recommendations.
- d. 2012 Fair Theme: After some discussion it was agreed to leave the theme ideas open to those submitting entries.
- e. Annual Meeting: Director Schlegel moved, Director Keag seconded and motion carried to approve the Annual Meeting for Wednesday, November 9, 2011.
- f. 2012 Rates: Director Edds moved, Director Holston seconded and motion carried to approve the proposed 2012 golf and RV park rates as presented.
- g. nQativ Conference: CEO Moore reported that following last month's meeting, a donation for her travel and registration expenses had been received, and so requested the board reconsider her attendance at the nQativ Conference. Director Edds moved, Director Schlegel seconded and motion carried to approve the CEO's attendance at the accounting conference.
- h. CEO Evaluation: Evaluation forms will be emailed to each director, returned to our human resources consultant, and then reviewed at the November meeting.
- i. RPM Promoters Workshop: Director Holston moved, Director Keag seconded and motion carried to approve CEO Moore's and President Porter's attendance at the annual race promoters workshop in Reno.
- j. WFA Convention: Director Edds moved, Director Schlegel seconded and motion carried to approve two staff members and two directors travel and attendance at the annual WFA Convention in Anaheim.

8. LONG RANGE PLAN

