

**Regular Board Meeting of the Board of Directors  
1-A District Agricultural Association  
Tuesday, March 19, 2019 – 10:00am  
Paddock Room, Cow Palace  
2600 Geneva Avenue, Daly City, California**

**MINUTES**

Mara Kopp, President	Barbara Wanvig, 1st VP	Anthony Pantaleoni, 2 <sup>nd</sup> VP
Ken Flower, Director	Tyrone Evans, Director	Al Perez, Director
Nancy Atkinson, Director		

**I. Roll Call**

President Kopp called the meeting to order at 10:15 a.m. All Board Members as noted were present: Director Wanvig, Director Atkinson, Director Flower, Director Perez, and Director Pantaleoni. Director Evans was excused by motion of Director Pantaleoni and seconded by Director Flower . All in favor. Motion passed. Lori Marshall, CEO, and Kelley Ferreira were also present.

**II. Approval of Minutes of Board Meeting March 19, 2019** Motion made by Director Atkinson to approve minutes of February 19, 2019, seconded by Director Perez. All in favor. Motion passed.

**III. Public Comments** –Ruth Borenstein spoke to the Board in opposition of holding Gun Shows at the Cow Palace. Ms. Borenstein also stated that she contacted the author/co-author of the bill SB281 to say she felt the JPA portion of the bill should be separate and was told the bill is “liked as it is”

**IV. Presidents Report:** President Kopp reported that Director William Nack has resigned from the Board and has written a very nice letter complimenting the Cow Palace Board and Management.

**V. CEO Report –**

1. Updated calendar of events was distributed and reviewed individually.
2. Projects/Programs/Facility Update: CEO Marshall stated she is finishing up the Facility Condition Assessment forms that will be used in the review for the SB5 bond fund, grants to Fairs. She is allowed to submit 5 project submissions and 3 will be roofs, 1 is for upgrades/repairs/replacement of exterior and emergency doors, and the other submission is for a new overhead water system and upgraded ADA restrooms/showers in the lower bays.. She would be meeting with CCA representatives regarding the roof project later in the week, she is working on finishing the 2018 annual STOP, 2019 budget, an RFP for our ticket software sales, and maintenance staff has continued to work on esthetics of the facility in between the busy weekend events. CEO Marshall also informed the Board that she had submitted Leann Mazza as an applicant for the SMCVB’s PROPS award. Ms. Mazza was chosen as an Honorable Mention winner and awarded a certificate. CEO Marshall congratulated Ms. Mazza and read the letter submitted to the PROPS committee. The Board congratulated Ms. Mazza for her accomplishment.
3. GNR Updates
  - i. Marketplace & Agricultural Education program: Holly Baker gave a presentation regarding the proposed theme exhibit that she and CEO Marshall are developing for this year’s GNR. The exhibit will entail education on specific crops chosen of a themed food

- and the trending food sources of protein. She explained that she and CEO Marshall would like to work on this and develop this as a 3 year plan.
- ii. Jr Show Updates: CEO Marshall stated that we have a new Jr. Livestock Superintendent this year, Dawn Stornetta. CEO Marshall and Ms. Stornetta will be working together to evaluate expenses and efficiency of the Jr. Show. Current changes include; decreased expenditures in staff and dues costs, deletion of the open livestock shows which will decrease costs in premiums, judges and hotel rooms. The deletion of this portion of the show is due to decreases in open entries and most are youth double entering, no rabbit show this year due to date conflicts. A very major concern to the GNR/JGN show is that the Cow Palace no longer has use of the Bayshore lot at the end of Geneva Ave for parking livestock and stock trailers. This will have a significant impact on parking in the cow palace parking areas and scheduling of what other events can simultaneously occur, ie. Drill team, barrel racing, etc.

## VI. VI Committee Reports:

1. **Budget and Finance Committee: OPERATING STATEMENT** We are 2/3 into Q1 and our financials look good. No comparisons to budget are available yet, but we expect to approve a 2019 budget at next month's board meeting. February profits are \$92,000 - this is \$20,000 more than last month and over \$100,000 more than a year ago. Total Rental Event revenues are almost \$100,000 more than a year ago, reflecting the excellent number of events we had in the first quarter of the year. YTD, rental revenues are up by \$138,000. Currently Q 2, April – June, looks slow for events, but we expect good land lease revenue. CEO Marshall reports that we are progressing on securing a new tenant in the upper lot to replace Intren - for the same amount of space and an increase to market rate. Operating expenditures are still well-controlled and on par with a month ago. **CURRENT POSITION REPORT:** Once again, this report makes our financial success clear. We have \$4.3 million cash on hand and in the bank, an increase of \$305,000 in a month. Total Current Assets are up \$285,000 in one month, and Total Current Liabilities are down \$112,000 in the same period. Current Assets in Excess of Current Liabilities are up almost \$400,000 in one month. Some of this represents account reconciliation. But most important is that since April, 2016, when Lori Marshall became our CEO, Assets in Excess of Liabilities have increased 680%! **BALANCE SHEET:** First, we point to Accounts Receivable where we have been long concerned about Larson Enterprises - the Garden Show - \$25,000 in debt to us. CEO Marshall has our legal counsel on it. Other AR's are of minimal concern. The really great news here is that our Balance Sheet is \$289,000 better than a month ago, and \$1.4 Million more than a year ago. In conclusion, we are off to a very strong start in 2019.

## VII. Action Item

1. **Approval of the Financial Statements for February 2019:** Director Wanvig presented the financial statement for February 2019 for discussion and approval. Director Pantaleoni made a motion to approve the financials. Director Flower seconded. All in Favor. Motion passed.

**Closed Session** was held for the purpose of discussion regarding appointment, employment, evaluation of performance of public employee(s) under Government Code Section 11126(a)(1). Closed Session began at 11:55am. Closed session ended and returned to open session at 12:10pm.

Returning to open session: Director Pantaleoni made a motion to grant Lori Marshall, the Chief Executive Officer, a Merit Salary Adjustment of 4% for outstanding performance. Her new salary will be \$10,863 per month to commence on April 1, 2019. This is the top allowed salary within the pay scale for a Class V District Agricultural Association CEO. She will continue to receive the additional

allowed 15% retention differential. Motion seconded by Director Wanvig. All in Favor. Motion was passed unanimously

**VIII. Matters of Information**

**IX. CEO Comments:** CEO Marshall mentioned that she was chosen to attend the 2019 VenueConnect Conference as the IAVM Scholarship Recipient for Outstanding Leadership for Arenas.

1.**Director Comments:** None

2.**Next Board Meeting:** Tuesday, April 16, 2019 at 10am.

**X. Adjournment:** Motion to adjourn made by Director Pantaleoni, seconded by Director Wanvig. All in favor. Motion passed. Meeting adjourned 12:17pm.