

**TRINITY COUNTY FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING**

Trinity County Fair
Fair Boardroom – 6000 Hwy 3
Hayfork, CA 96041

Thursday, November 21, 2019

6:30pm – Open Session

Board of Directors

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director	Chuck Sauer, Director
Billie Miller, Director	Carol Hickman, Director
Adam Dummer, Director	Adrien Keys, Director
Dana Hauser Scott, Director	

Mission Statement

To provide for the management of the Trinity County Fair and year-round use of the fairgrounds in the best interest of the people of Trinity County and its rural county values by partnering with county agencies and businesses, promoting agriculture and education, and maximizing available resources.

Note

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comment” portion and/or prior to the discussion by the Fair Board of any item listed on the agenda.

AGENDA

The Board of Directors retains the discretion to adjourn to Closed Session at any time during this meeting to confer with and give direction to its negotiator(s).

1. CALL TO ORDER

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

Called to order by Sharon Eggleston at 6:30pm

2. ROLL CALL – DETERMINATION OF A QUORUM

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Directors Eggleston, Brinkley, Keys, Sauer, Hickman and Dummer were all present. Directors Miller, Hauser Scott and Rourke were all absent. Director Hickman moved to excuse all 3 absences, seconded by Director Keys and motion passed unanimously.

3. INTRODUCTION OF GUESTS / STAFF

Bob & Laura Taylor, Krista Hymas, Nancy Ferguson, John Stokke, Justin Molner, Jennilea Brookins, Sandy Bechtold and Sue Erenberger (TCFA Bookkeeper) were all present.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

No comments from members or staff.

5. CONSENT AGENDA & MINUTES

- a. APPROVE November 21, 2019 AGENDA and October 24, 2019, October 17, 2019, November 4, 2019 and November 12, 2019 MEETING MINUTES
Director Brinkley moved to approve the meeting minutes and agenda, seconded by Director Dummer and motion passed unanimously.

6. ADJOURNED FOR CLOSED SESSION – PURSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION

Not necessary.

7. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

Not necessary.

8. APPROVE OCTOBER 2019 FINANCIAL REPORTS

Director Hickman said they covered everything in the finance meeting, and all looks good.

Sue Erenberger mentioned that all Directors should have a fuller financial report now. The profit and loss report are a condensed version of the P&L statement the state wants to see. If you look in the profit & loss area of your report, you can see year by year for easy comparison. Discussion ensued. Director Keys said he thinks it is important to have the condensed versions and great work Sue. Discussion ensued.

Director Hickman moved to approve the October 2019 financial reports, seconded by Director Sauer and motion passed unanimously.

9. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR OCTOBER 2019

10. CEO REPORT

Carrie Bayley said thank you to the fair board for your confidence in me. I am excited about working for the Board but also our Association Members. Discussion ensued.

- Carrie and Donna met on Monday and Donna mentioned the Vet Office needs a new heater. Carrie is in the process of talking to Campora about possibly purchasing a used unit from them. Discussion ensued.
- Although we do have a fair date, we have not confirmed a carnival for the fair. We are 99 percent sure we will be changing the fair date to July 31 – August 2, 2020. Carrie said she will be calling Harry of Brass Ring Amusements on Friday to confirm all the details. Discussion ensued.
- Carrie met with staff this week and discussed schedules and priorities for the fair. She also said she met with Ed DeLisle and toured the facility and was given firsthand look at the current maintenance issues facing the fairgrounds. Discussion ensued.
- Director Rourke is working on a second gun raffle with Jim Bayley since the last one went so well. Discussion ensued.
- Bigfoot BBQ is the planning stages and Karen Leadbetter is hosting a vintage trailer event in the north campground during the same weekend. Discussion ensued.
- Carrie and Sue are currently working on the budget. Carrie said she is not comfortable submitting a budget in the red so she will be working on it more. Discussion ensued.
- AB1499 update; The funding should be available by July 2020 and the funding is broken down to allot 60% of the funds for administration and 40% for infrastructure. The infrastructure funds are based on how many people it helps. Discussion ensued.
- The Fair's SAM registration has updated.
- The association has over 150 members and we are gearing up to promote the 2020 membership. Discussion ensued.
- Cake bakeoff went well, and we raised \$2,224. Discussion ensued.
- Carrie's previously planned vacation is scheduled for January 13-23, 2020 and she would like to discuss changing the date of the annual meeting to January 9, 2020. Discussion ensued.

11. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair
Nothing to report.
- b. **FINANCE COMMITTEE:** Carol Hickman (Chairman), Dana Hauser Scott
Nothing to report.
- c. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer
Nothing to report.
- d. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley
Laura Taylor was informed that FBLA (Future Business Leaders of America) had not received payment for this year. Jack Heard suggested writing a contract next year to ensure faster payment. Discussion ensued.
Laura mentioned the next JLC meeting is January 13, 2020.

12. AD HOC COMMITTEES

- a. **RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Sue Erenberger, Adrien Keys and Justin Molner
Director Keys said last meeting they were looking at the numbers for hosting cannabis events on the fairgrounds. For instance, vendors can not be charged a percentage fee of their sales. Instead, we could use what is called a foot fee. We hope to have this written out by the next meeting as soon as Director Hauser Scott returns. Discussion ensued.
Sue Erenberger thanked Director Keys for putting so much time and energy into researching this issue. Discussion ensued.
- b. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys
Nothing to report.

13. CORRESPONDENCE:

14. NEW BUSINESS

- a. **DISCUSS/APPROVE STATE ALLOCATION**
Director Sauer moved to approve the state allocation, seconded by Director Brinkley and motion passed unanimously.
- b. **DISCUSS/APPROVE 2020 BUDGET**
Carrie Bayley said the office is still working on the 2020 budget and will have this on the next agenda.
- c. **DISCUSS/APPROVE WORKERS' COMPENSATION & LIABILITY INSURANCE (LUMP SUM OR MONTHLY)**
Director Brinkley moved to pay workers' compensation & liability insurance in monthly payments, seconded by Director Keys and motion passed unanimously.
- d. **INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS**

EVENT RENTAL AGREEMENTS	STORAGE AGREEMENTS
RA19-49e Hayfork Ranger Station (Meeting - DH)	RA19-12s Ricky Berry (Jet Skis and Truck)
RA19-50e Hayfork Rotary (Calcutta – DH)	RA19-13s Travis Belongia (Boat)
RA19-51e Bailey Lockhart (Baby Shower – CB)	RA19-14s Bear Aikins (Boat)
RA19-52e TCRCD (Meeting – DH)	RA19-15s Rod Patton (Boat)
RA19-53e Kaylyn Owens (Birthday Party – DH)	RA19-16s Bill Chadwick (Boat)
FAIR (COMMERCIAL VENDOR AGREEMENTS)	RA19-17s Jerrol Woodward (Boat)
COM20-02 Human Response Network (CB – INDOOR)	RA19-18s Jud Freitas (Boat)
	RA19-19s Carol fall (Mini Trailer)

DIRECTORS' REPORTS

Billie – Not present.

Adam – I wanted to welcome Carrie. I am also just getting off a 24-hour shift.

Chuck – I would like to thank everyone who helped with this year's cake bakeoff.

Carol – Carrie is doing great in 4 days. Great CEO report.

Sharon – Thank you Carrie.

Dennis R – Not present.

Wallace – Welcome Carrie and thank you members for attending.

Adrien – This weekend is the Humboldt Mushroom Fair which gets started on Saturday, November 24th.

Dana – Not present.

15. ADJOURNED

Adjourned by Sharon Eggleston at 7:28pm

Submitted By:

Dennis Rourke, TCFA President

Sharon Eggleston, TCFA Vice President