

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

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

**Thursday, March 19, 2020**

**6PM – 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 Director Rourke at 5:50pm

**2. ROLL CALL – DETERMINATION OF A QUORUM**

Directors Brinkley, Sauer, Eggleston, Rourke, Keys and Hauser Scott present. Director Hickman, Dummer and Miller were absent, Directors Dummer and Hickman called in to Fair Office. Director Miller left after special board meeting due to Covid 19. Director Eggleston moved to excuse all absences, seconded by Director Sauer, motion passed unanimously.

**3. INTRODUCTION OF GUESTS / STAFF**

Guests present, Christina Merrit, Bob Taylor, Laura Taylor, Jenni Brookins, Krista Hymas; Staff present, Carrie Bayley, Sue Erenberger and Katie Brown.

**4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC**

No Comments from Guests or Staff.

**5. CONSENT AGENDA & MINUTES**

- a APPROVE March 19, 2020 AGENDA; February 20, 2020 Annual MEETING MINUTES;

Director Brinkley moved to approve the March 19, 2020 Meeting Agenda, as well as the February 20, 2020 Board Meeting Minutes, seconded by Director Sauer, motion passed unanimously.

## **6. APPROVE FEBRUARY FINANCIAL REPORTS**

Director Hauser Scott moved to approve February Financials, seconded by Director Sauer, motion passed unanimously.

## **7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR FEBRUARY 2020**

Nothing to report

## **8. CEO'S REPORT**

Carrie Reported on the following:

- Due to all the event cancellation issues brought about by the COVID-19 pandemic, Carrie made an executive decision to purchase a \$50,000.00 Revenue Protection insurance policy through CDFA for 1,000.00.
- The AT&T tower project is coming along well. We are currently waiting on the Airport Land Use Commission and Planning Dept. Our contact is Frank Schabarum. Kim Hunter, Director of Building and Planning with Trinity County is working with Frank on the Conditional Use Permit. She has been a great help to us on this. It looks like we will be ok as far as the height of the tower. If not, Carrie has reached out to Mr. Kuhns to see about placing it on the hill closer to the dump.
- Luke Hildebrand will not be renewing his contract with U-Haul because he is losing his bookkeeper as of May 1, 2020. He currently runs the U-Haul rentals off of Morgan Hill road behind the incubator building. Carrie has reached out to put the fairgrounds on the list as a distribution site. Handling U-Haul rentals through the fairgrounds would bring in revenue. Luke has been averaging about \$1,000.00 a month in revenue and with our location being more visible on Highway 3 we may even do better than that. The program is all done online, and Carrie has used it before. We need to put this on the next agenda for approval.
- Carrie did a Grounds & Building Inspection walkthrough with Jim Erenberger. His goal is to work on cleaning up the property. Carrie will be doing monthly walkthroughs with Jim. Since the flea Market was rescheduled, we will take pictures of items that we can sell and/or give away and we can put them on Social Media. We can also load a trailer with metal, batteries, wheels and recycling to be taken to North State Recycling.
- The new CEO orientation Carrie was planning to attend April 1 & 2 in Sacramento was cancelled due to COVID-19. They will either be offering it virtually in the future or rescheduling it.
- Last year Ed accidentally damaged the light harness on a boat that was in storage. Mike had agreed to get it fixed and we have not done that yet. Carrie will contact Steve at Hayfork Tire and get the repair done in April before it is removed from storage.
- The JLA labor from inmates was \$336.78 which was transferred to them as an expense. There was a question regarding an invoice from the Feed Store where the itemized description said propane. Sue clarified that \$1,235.32 was actually for straw and the rest was for propane and small misc. items. Carrie can provide JLA with a breakdown of the invoice. Rich Greenwood is a real asset with Junior Livestock. Carrie is going to get him a gift certificate and a thank you card for the board to sign to give him this year. There has been some discussion about the exhibitors wearing white uniforms and the children not being able to keep them clean. They are taking care of their livestock right up until showtime. Discussion Ensued.
- Carrie contacted Larry Ferrero to get the information on price for transport from Redwood to Processing. We should have an answer from him in the next two weeks. Once we get the information needed, we will

send him an agreement to sign. There are two laptops designated for Junior Livestock. Carrie is working with Jeremiah from compare to improve the internet on the entire fairgrounds.

- We have all the entertainment booked for the Big Foot BBQ. We sent out the vendors letters and for now we are going forward with the event.
- We received the bid for the installation of the Steer Barn. Discussion Ensued.
- We currently have \$4215.00 in Advertising for the Premium Book guaranteed. The book costs us \$2,300.00 to print and is 98 pages long. This is a great revenue source for us. We may do a premium book for Big Foot BBQ in the future. We need to do the lottery drawing for the three premier spots at the next board meeting.

## 9. STANDING COMMITTEES

- EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair  
Nothing to report.
- FINANCE COMMITTEE:** Carol Hickman (Chairman), Dana Hauser Scott  
Nothing to report.
- NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer  
Nothing to report.
- JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley  
Laura Taylor reported that there will be no carcass judging this year. The Ultrasound Technician will not be available. It has been a longstanding idea to do away with this portion of the judging for years and go to Rail judging. Bob was able to confirm the slaughter prices. JLA will be meeting in April. They can have a recommendation for the board concerning the COVID-19 issue by the next board meeting. Discussion ensued.

## 10. AD HOC COMMITTEES

- RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Carrie Bayley, Sue Erenberger, Adrien Keys and Justin Molner  
Director Hauser Scott reported that the new stall rental agreement was drawn up. There will now be a release of liability signed along with the contract. We will now put Stall Information Cards on all stalls stating the name of the horse and the contact information for each owner. We need to discuss further whether we will continue to rent out the stalls, due to the liability of horses being abandoned and the current condition of the stalls. Discussion ensued.
- POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
Nothing more to add.

## 11. CORRESPONDENCE:

- 2020 ROSTER OF FAIR OFFICIALS**
- PREMIUM BOOK FAIR LETTER FROM GOVERNOR NEWSOM**
- FEBRUARY 2020 CDFA BIOSECURITY PRACTICES TO MINIMIZE RISK OF SPREADING AVIAN DISEASES**
- CDFA PULTRY HEALTH INSPECTOR REIMBURSEMENT**
- CAL/OSHA NOTICE DATED MARCH 6,2020 GUIDANCE POSTED ON REQUIREJNETS TO PROTECT WORKERS FROM CORONAVIRUS**
- CDPH MASS GATHERINGS GUIDANCE OF NOVEL CORONAVIRUS OR COVID-19**
- GAY BARRIEN, SPECIAL TRINITY COUNTY FAIR EDITION- CELEBRATING 100 YEARS IN 2021! BOOK FUNDRAISER**

## 12. NEW BUSINESS

- DISCUSS/APPROVE GAY BERRIEN FUNDRAISER PROPOSAL**  
Gay will pay for the publishing of a children's book called Ivan the Pack Mule Goes to the Fair. The books will be sold and after she recuperates the funds she paid for printing; all other proceeds will go to the fair. She will have 2000 copies printed.

Director Hauser-Scott moved to approve Gay Berrien moving forward with getting the books published and printed, seconded by Director Eggleston, motions passed unanimously.

**b. DISCUSS/APPROVE 2020 SCHEDULE OF FEES**

Director Hauser-Scott moved to approve the 2020 Schedule of Fees, seconded by Director Eggleston, motions passed unanimously.

**c. DISCUSS/APPROVE 2020 HORSE STALL AGREEMENT & RELEASE OF LIABILITY**

Director Hauser Scott reported that the new stall rental agreement was drawn up. There will now be a release of liability signed along with the contract. At the next meeting we need to discuss whether we will continue to rent out the stalls, due to the liability of horses being abandoned and the current condition of the stalls.

Director Hauser-Scott moved to approve the new horse stall agreement and the release of liability, seconded by Director Brinkley, motions passed unanimously.

**d. DISCUSS/APPROVE JR LIVESTOCK CHANGE JLC PERCENTAGE FROM 7% TO 4% TO COVER LARGE ANIMAL TRANSPORTATION COSTS; CHANGE CHRISTINA MERRITT TO VOTING MEMBER AND ROBIN DUMMER TO ASSOCIATE MEMBER**

- The change to the JCL Percentage only effects 2020. This is determined annually. This money goes into a Junior Livestock fund. The Junior Livestock Committee is going to cover the large animal transport fees out of this fund. It will cost approximately \$1,800.00 dollars for two trucks to go to Olson and Redwood.
- Christina Merritt has been able to attend most of the meetings. Robin Dummer has not been able to attend. We would like to make Christina Merritt a voting member and Robin Dummer an Associate member.

Director Hauser-Scott moved to the change in the JLC percentage from 7% to 4% to cover large animal transportation costs; the change of Christina Merritt to a voting member and the change of Robin Dummer to associate member, seconded by Director Eggleston, all 3 motions passed unanimously.

**e. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS**

<p><b>EVENT RENTAL AGREEMENTS</b>  RA20-21e TC Elections  RA20-22e HES Partent Group  RA20-23e Kenny Halderman  RA20-24e Down River Consulting  RA20-25e HHS/Fair Calcutta</p> <p><b>STORAGE AGREEMENTS</b>  RA19-04s Cattaneo</p> <p><b>BIGFOOT BBQ</b>  BBCOM20-01 Korndog Klowning</p> <p><b>ANNUAL AGREEMENTS</b>  RA20-04a University of CA  RA20-05a Trinity Animal Hospital  RA20-06a Hayfork Lions Club  RA20-07a Hayfork Rotary  RA20-08a Hayfork Ranger Station  RA20-09a Wintu Ed  RA20-10a Elsie Smith  RA20-11a Debbie Kelly  RA20-12a Garcia  RA20-13a Dawn Voight  RA2014a Mindy Clark  RA20-15a Luke Hilderbrand</p>	<p><b>FAIR COMMERCIAL VENDORS</b>  COM20-08 L &amp; D Amusements  COM20-09 Kalimba Baskets  COM20-10 Roderick Senior Center  COM20-11 Seventh Day Adventist  COM20-12 TC Child Welfare  COM20-13 TC State of Jefferson  COM20-14 Trinity County Patriots  COM20-15 S Trinity Health Svs  COM20-16 TCRCO  COM20-17 Like International  COM20-18 Corban Hadden  COM20-19 CRPA  COM20-20 NCRD of Child Support Svs  COM20-21 Chi Crafts  COM20-22 Raymond Zhen  COM20-23 Korndog Klowning  COM20-24 NW Calif RC&amp;D Council  COM20-25 TC District Attorney  COM20-26 Hayfork Valley Spay / Lions Club  COM20-27 TC Cooperative Ext  COM20-28 Zenterprise  COM20-29 Alto Equipment  COM20-30 Shirl Tiner – Trends  COM20-31 Trinity Historical  COM20-32 TC Behavioral Health  COM20-33 Tracey’s Creations</p>
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COM20-34 TC Democratic Party  
COM20-35 NW New Era  
COM20-36 Scramballz  
COM20-37 HSU CA Center for Rural Policy

**FAIR FOOD CONCESSIONS**

CON20-05 U Rok Bakery  
CON20-06 West Coast Fire Coffee  
CON20-07 J&J's Smokin' BBQ  
CON20-08 Chellbee Ice Cream  
CON20-09 Hayfork Rotary  
CON20-10 Gators & Tators  
CON20-11 Let's Roll  
CON20-13 Oven Fresh Pizza  
Con20-14 Asian Food

**DIRECTORS' REPORTS**

*Billie, Not present.*

*Adam, Not present.*

*Chuck, Nothing*

*Carol, Not present.*

*Sharon, Nothing*

*Dennis R, Nothing*

*Wallace, Be healthy, do the best you can right now. I am at home homeschooling the grandkids!*

*Adrien, Nothing*

*Dana, Thank you for all being here. I love being part of a progressive team.*

**13. ADJOURNED**

Adjourned for closed session by Director Rourke at 7:08pm

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

**15. RECONVENE TO REPORT OUT**

Jack Heard submitted his resignation to the board. Director Brinkley moved to approve the resignation, seconded by Director Keys, motion passed unanimously.

**16. ADJOURNED**

Meeting Adjourned by Director Rourke at 8:47pm

**Submitted By:**

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*Dennis Rourke, TCFA President*

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*Carrie Bayley, CEO/Fair Manager*