

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

Trinity County Fair  
Fair Boardroom – 6000 Hwy 3  
Hayfork, CA 96041  
**Thursday, October 18, 2018**  
**6:30pm – Open Session**

**Board of Directors**

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director	Chuck Sauer, Director
Billie Miller, Nominating Chair	Carol Hickman, Director
Adam Dummer, Director	Dennis Anderson, Director
Adrien Keys, 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 Dennis Rourke at 6:30PM

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

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Director’s Brinkley, Hickman and Dummer were all absent. Director Eggleston motioned to excuse all three Directors, seconded by Director Miller and motion passed unanimously.

**3. INTRODUCTION OF GUESTS / STAFF**

Sue Erenberger (bookkeeper), Shelby Thomas and Sandy Bechtold were present.

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

No comments from the public.

**5. CORRESPONDENCE**

No correspondence for this meeting.

**6. CONSENT AGENDA & MINUTES**

a APPROVE October 18, 2018 AGENDA and September 20, 2018 MEETING MINUTES

Director Sauer motioned to approve the October 18, 2018 agenda and September 20, 2018 meeting minutes, seconded by Director Anderson, motion passed unanimously.

**7. ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**

No closed session necessary.

**8. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT**

No closed session necessary.

**9. APPROVE SEPTEMBER 2018 FINANCIAL REPORTS**

Director Anderson said that he was highly impressed by the amount of expenses that have been cut from this year's budget. He also said great job guys and continue the good work. Discussion ensued.

Director Anderson moved to approve the September 2018 financial reports, seconded by Director Eggleston and motion passed unanimously.

**10. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR SEPTEMBER 2018**

**11. CEO'S REPORT**

Mike said the Mountain Valley Raceway has completely reimbursed the fair for insurance the fair helped them purchase earlier this year.

Fire camp funds have been received. Discussion ensued.

The deferred maintenance project will begin on October 29<sup>th</sup>. They will start with the asbestos abatement on the siding of the dining hall. Mike said he has called all the dining hall renters for the month during construction and explained that there will be construction outside, but their event was still good to go. Discussion ensued.

Mike mentioned he is applying for a grant out of Kentucky that could help the fair completely rehab the dining hall kitchen. With the grant's help, we can make the dining hall a certified commercial kitchen which could create new channels of revenue for us in the future. Refinishing the floor in the dining hall is another possibility and could be one of the more expensive rehabilitation efforts. Mike has already received a few letters of support from Hayfork Rotary and Farmers Market and he is expecting letters from both Timberjack Lodge and Debbie Miller of the Mountain Valley Unified School District. Discussion ensued.

The Children's Garden has left the fairgrounds and has moved to Hayfork Park. The new garden location is closer to the school and the youth center. In the meantime, Mike said he would like to work in conjunction with the Raceway to build a kid's area where the garden used to be. Discussion ensued.

The Trinity County Chamber of Commerce voted to close the visitor center in downtown Weaverville by a narrow margin vote. Due to politics, the center will be shuttered as of January 2019. The rent had been held at a lower than market price for years, but the parking was apparently difficult on travelers. The Chamber is looking into a possible new visitor location at the Holiday Market shopping center in the future as the parking lot there is a lot larger and can facilitate vehicles pulling travel trailers and boats.

Next month we will ask the board to approve the 2019 TCF fee schedule. Mike passed out a draft price list for the directors to review for next meeting. Discussion ensued.

Mike then said that he will also ask for the board's approval on updated campground rules and policies. He handed out draft changes for both as well.

Mike mentioned that Sue has begun working on this year's budget and STOP. Discussion ensued.

Mike reminded the board that he will be attending the California Fairs Alliance Fair Managers Conference in Sacramento from November 6<sup>th</sup> to the 8<sup>th</sup>. We are hoping to hear about the funding of the newly approved funding for fairgrounds, but we have not heard anything so far.

Mike said that he has reduced everyone's hours to the winter schedule. Kelly is working 2 x 8 hours days per week (Monday and Tuesday). He is also on call, so we can call him in when we have work that needs to be done. Discussion ensued. Mike said that he recently had a talk with Kelly and they came to an agreement that Kelly would step down as maintenance supervisor. Mike said Kelly seemed extremely relieved after their talk, so Mike feels it will be a good transition, but we will need to start flying the maintenance supervisor position again at some point. Discussion ensued.

## 12. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair  
Nothing to report.
- b. **FINANCE COMMITTEE:** Dennis Anderson (Chairman), Carol Hickman  
Nothing to report.
- c. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer  
Director Miller said that the nominating committee met and have decided to nominate Dennis Rourke again as president and Sharon Eggleston as Vice President. Discussion ensued.
- d. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley  
Laura Taylor and Directly Brinkley were not present.  
Mike said that he went to the meeting as he had some issues with the way some things were done regarding JLC for this year's fair/auction. One of the issues Mike mentioned were preprinted receipts with the year 2016 on them were brought to the auction and then details were crossed out and then hand written on the receipt which was not only messy but confusing to the buyers. Discussion ensued. Mike also said that he had to go back through all the livestock sale prices and weights to correct the incorrect data in Showworks. In some cases, the buyer's names were incorrect as the Showworks list of buyers were not updated.  
Mike did say that all buyers have paid this year and all checks have been turned over to the kid's advisors for distribution. Discussion ensued.  
Finally, Mike explained that the JLC account is getting up there and they might need to do something with the funds soon. Director Sauer asked how much was in the account. Mike estimated the JLC account at \$58,000.

## 13. AD HOC COMMITTEES

- a. **POLICY & BY-LAWS COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
Nothing to report.
- b. **CEO REVIEW COMMITTEE:** (Carol Hickman (Chairman), Chuck Sauer  
Director Hickman was absent, but Director Sauer presented the board with a draft one-page review form for each director to use for the CEO's annual review.  
Director Eggleston motioned to use the recommended CEO Review Form presented by Director Sauer, seconded by Director Anderson and motion passed unanimously.

## 14. OLD BUSINESS

- a. **DISCUSS MIKE FILLETTE'S REVIEW AND NEXT YEAR'S CONTRACT**  
Director Sauer mentioned that if one word is changed in the current CEO Contract, TCFA would have to have legal counsel look at it which could cost the fair more money. Discussion ensued.  
Director Rourke said we should add this to the agenda for November to give all Director's a chance to review the old CEO contract. Discussion ensued.

## 15. NEW BUSINESS

- a. **CDFA STANDARD AGREEMENT – REVIEW AND/OR APPROVE**  
Mike explained that it is that time of the year again to send in the CDFA agreement. This is an annual contract and agreement with the state and it needs to be approved by the board each year.

Director Keys motioned to approve the CDFA Standard Agreement, seconded by Director Eggleston and motion passed unanimously.

**b. FAIR BOARD NOMINATION OF OFFICERS**

Already discussed, see nominating committee comments.

**c. DISCUSS AND/OR APPROVE 2019 FAIR THEME**

With a total of 3 votes (second place was #5 with 2 votes), theme number 1 was chosen. The 2019 fair theme is: **Lifetime of Bounty in Trinity County** by Glen Frame of Mad River.

**d. APPROVAL OF NEW AGREEMENTS AND CONTRACTS**

<b>EVENT RENTAL AGREEMENTS</b>	<b>STORAGE AGREEMENTS</b>
RA18-31e Down River Consulting (DH Rental) RA18-32e Trinity County Office of Elections RA18-33e Dog Scouts of America (Bark-to-Ber-Fest)	RA18-01s Dan Finch (Trailer) RA18-02s Melissa Wight (Boat) RA18-03s Bill Bennett (Trailer) RA18-04s Travis Belongia (Boat) RA18-05s Jeff Bayley (Boat) RA18-06s Jim Bayley (Boat) RA18-07s Jennifer Addison (Boat) RA18-08s TCRC (2 Trailers) RA18-09s Mary McGrath (Boat) RA18-10s Rod Patton (Boat) RA18-11s Kenny Pickett (Boat) RA18-12s Doug Evans & Amanda Cattaneo (Boat) RA18-13s Jeremy Wardrip (Boat)

Director Miller motioned to approve the new agreements and contracts, seconded by Director Sauer and motion passed unanimously.

**DIRECTORS' REPORTS**

**Billie** – nothing to report.

**Adam** – not present.

**Chuck** – nothing to report.

**Carol** – not present.

**Sharon** – nothing to report.

**Dennis R** – nothing to report.

**Wallace** – not present.

**Dennis A** – nothing to report.

**Adrien** – nothing to report.

**16. ADJOURNED**

Adjourned by Dennis Rourke at 7:17pm

**Submitted By:**

---

*Mike Fillette, CEO*

---

*Dennis Rourke, TCFA President*