

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

Trinity County Fair
DINING HALL – 6000 Hwy 3, Hayfork, CA 96041

Zoom Link Info:

Meeting ID: 838 6216 5736
Passcode: 563223
Dial In: 1-669-444-9171

Thursday, June 15th, 2023
5:30 PM – DESSERT POTLUCK
6:00 PM - Open Session

Board of Directors

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 nd District
Marjie Watkins, Director, 1 st District	Adam Dummer, Director, 4 th District
Adrien Keys, Director, 3 rd District	Jenny Millsap, Director, 5 th District
Chuck Sauer, 5 th District	Donny Case, Director
Terra Kephart, 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 during the “Open Comment” portion of the Agenda regarding items not agendized. Then prior to Board Discussion of New Business, after a motion is made and the Board President calls for “Public Comment”, Once “Public Comment” is closed all discussion of Agenda items is limited to Fair Board Directors, unless input is requested by a Director. The Board of Directors have agreed to each person being limited to 3 minutes speaking time.

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 6:00 pm

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. Directors present in person; Watkins, Sauer, Kephart, Rourke, Keys, Case, Millsap.
 1. Director Millsap moves to approve the absences of Director Thompson and Director Dummer; Director Watkins seconds the motion; Motion carries unanimously.

3. PRESIDENT WELCOME REMARKS

- a. Director Rourke welcomes everyone and thanks them for coming to our Semi-Annual Board meeting.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

- a. Association members present; Krista Hymas, Jennilea Brookins, Carly McLare, Sharon Eggleston, Shane Williams, Stormy Clarke, Jud Freitas, Richard Stone, Victoria Schoelen, Arnie Bridges, Steve Bayley

5. CONSENT JUNE 15th SEMI ANNUAL AGENDA

- a. Director Millsap moves to approve; Director Sauer seconds the motion; Motion carries unanimously.

1. CEO FINANCIAL REVIEW & FORECAST

- a. Employee of the 1st Quarter is Shane Williams, Shane started with us as a volunteer last October, then was hired in Maintenance the last quarter of 2022. Shane has really helped us with the repairs from the storm damage this winter, his experience comes from working with contractors following weather related disasters in the past. Starting this year we are including a \$100 bonus for the Employee of the Quarter. Also, we will be taking your recommendations for Employee of the Quarter, just call or email me if you have a nomination and include your experience or reason for your nomination. I will then give the Board the nominations and my recommendation for board approval.
- b. Forecast & Year to Date
 - i. *Payroll for Admin & Maintenance is trending at or below budget
 - ii. *Fundraising Expenses for 5 months are at \$12,762; fundraising revenues are spread out between events in the budget and are just over \$21,000 for Jan-May; so fundraising is at a net profit for 5 months of over \$8,000.
 - iii. *Power & Light and Water are forecasted to come in under budget.
 - iv. *Trash removal should also come in under budget.
 - v. *Propane costs went up about 20%, so we will end up over budget in Heating utilities.
 - vi. *Maintenance costs are forecasted at or under budget in all areas except for the Capital Expense on the North Campground Electrical, Equipment Repair is forecasted to be over budget by about \$5,000, which mainly occurred in the first 5 months (the Kabota tractor needed the power steering box and fuel pump replaced; the Flatbed Truck is at the Tire Shop for repairs, and it has already had the starter, alternator, battery and fuel system repaired; additionally we had some minor repairs on the quad, and both golf carts (mainly batteries). We also had a lot of snow and freeze damage in February and March, those repairs are almost completed, and we will receive around \$10,000 from insurance to reimburse our labor and materials expenses.
 - vii. *Allocations and F&E Funding we received our annual allocation from the State, but are waiting on the AB1499 funds, with still no amount or date on when these will be released. I made another phone call yesterday requesting an update but haven't heard anything yet. As I said last month, the State is over budget by over \$40 million dollars, but at the last CFA Board Meeting we were told the funds are still there and will be allocated this year. County Allocation will be \$50,000 and we receive those funds in the last quarter of the year.
 - viii. *Association Membership is forecasted to be around \$1000 under budget.
 - ix. *Donations have taken a hit again this year, forecasted to be about \$3,000 under budget; we didn't budget for Target Donations for Maintenance as we can never predict what people will give especially in a recession.
 - x. *RV Monthly Rentals have not rebounded from last year, we are still showing a decline in revenues, we have advertised RV Site availability. We have seen some increase this spring as farms that didn't operate last year have returned along with their workers. I am cautiously optimistic that we could meet the budget, but we would have to see about a 50% increase in RV Site Rentals after Fair.
 - xi. *Raceway, since taking over the raceway we have had a great attendance at our Enduro Races. We have a Father's Day Race this weekend, the thing that is hitting us hard is the \$2,000 insurance per race, so we need to have 200 attendees just to break even, we are doing both the

bar and food this weekend, so that will help to increase revenues and we plan on continuing to do food & beverage for races ourselves. We have 3 Enduro Races planned after the Fair, if we can make \$1,500/race we will meet our raceway budget.

xii. *Advertising in the Premium Book came in just under budget, which covers all our advertising costs for Fair and other fundraising events.

xiii. *U-Haul is picking back up after an 18-month decline, this is also due to the Farms that have returned this year.

xiv. 2023 Calcutta - \$2,796 profit

1. Next year we will be doing Calcutta alone with a Crab Feed

xv. 2023 Bigfoot BBQ - \$9,897 profit

1. This is our first year that we had everything fully sponsored. Teresa took lead on the sponsorships and did an awesome job making sure everything was covered.

xvi. 2022 Rodeo we broke even.

c. Fair – Presale started on Tuesday, and we have included the Final Schedule of Events, listing everything that is happening beginning Monday and going through to Sunday; we will also have this on our QR Code that will be on the Website, Facebook, and The Welcome Banner when you come into the Fairgrounds. We have passed out the Directors VIP Passes tonight.

6. CORRESPONDENCE:

a. **SEMI ANNUAL BOARD MEETING FLYER**

7. ADJOURNED

Adjourned by Director Rourke at 6:25 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President