

# TRINITY COUNTY FAIR ASSOCIATION

## BOARD OF DIRECTORS'

### MEETING MINUTES

Trinity County Fair

BURNT RANCH ELEMENTARY SCHOOL – 251 BURNT RANCH SCHOOL ROAD  
BURNT RANCH, CA 95527

#### Zoom Link Info:

Meeting ID: 847 8160 1071  
Passcode: 491796  
Dial In: 1-669-900-6833

**MAY 19<sup>TH</sup> 2022**

**6:30 PM – Open Session**

#### Board of Directors

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director, 1 <sup>st</sup> District	Michael Thompson, Director, 2 <sup>nd</sup> District
Adrien Keys, Director, 3 <sup>rd</sup> District	Adam Dummer, Director, 4 <sup>th</sup> District
Director, 5 <sup>th</sup> District	Chuck Sauer, Director
Donny Case, 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 6:34 pm

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

- a. Directors' present in person: Dummer, Rourke, Keys, and Brinkley; Directors' present via Zoom: Eggleston, Sauer, Case and Thompson. We had a full quorum

### **3. INTRODUCTION OF GUESTS / STAFF**

- a. Present in person: Laurel & Robin Dummer; Present via Zoom; Animal Shelter – Christina Merritt

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

### **5. CONSENT AGENDA & MINUTES**

- a. Director Keys moves to Approve May 19<sup>th</sup>, 2022, Agenda and the April 21<sup>st</sup>, 2022 Meeting Minutes; Director Dummer seconds the motion; Motion carries unanimously

### **6. APPROVE APRIL 2022 FINANCIAL REPORTS**

- a. Director Brinkley moves to approve the April 2022 Financials; Director Dummer seconds the motion; Motion carries unanimously.

### **7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES**

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

- a. California Fairs Alliance - I wasn't able to make the May meeting due to family obligations, but I did receive notice that we will be receiving a check for \$61,000 – this is the final payment from the \$50 million allocated to F&E from the Governor last year.
- b. Safety Inspection – Jim and maintenance continues to work on safety issues from this inspection, so we are ready for the next pre-fair inspection.
- c. Still in communication with USFS on getting the payment for the repairs on the Parking Lot, I let them know we need to get this scheduled, so it is completed prior to Fair. Their representative contacted me today before leaving the office that she is currently working on the payment to us. I don't want to pay this and then have them back out, I just don't trust this process since previous CEOs never received payment for the parking lot in the past, even though it was promised.
  - 1. Director Rourke: How much do they owe us? We may need to be prepared to speak to USFS if no check comes through?
- d. Dining Hall Kitchen update – Kristie Anderson, from the Health Department did a walk through and I'm just waiting for Kelly from her office to get me the application for permit and we will be certified as a commercial kitchen.
- e. Fundraisers, Bingo is going well, the Mom's Day Bingo that we did the morning of May 4<sup>th</sup> didn't have the turn out we expected so we are re-thinking the day BINGOs – but the evening BINGOs are averaging between \$800 - \$1000 in profit.
- f. Bigfoot BBQ update – Was a huge success, more vendors, and attendees than ever before. There's a nice article in the Trinity Journal showing all the winners. We had our 1<sup>st</sup> Car Show that paid out 1<sup>st</sup> and 2<sup>nd</sup> which also was well received, and our 2<sup>nd</sup> Chili Cook-Off went well. We ended up canceling the Enduro Race, we only had 1 car pre-registered and with \$1800 insurance I didn't want to take the chance after paying for that to have to cancel at the last minute. So, in place we asked the Hill Street Band to do another performance at 7:30pm, which was followed by our 100 Year Anniversary Fireworks that we have made a deposit on and canceled last year for Fair due to the fires. We will have a final P&L at our June Board Meeting.
  - 1. Kenny Wiley is working with the Food Network Channel and possibly Guy Fieri to have a Wood Carving Competition during the Bigfoot BBQ.
  - 2. We are going to look into Carlos at The Palomino Room in doing the alcohol for a percentage.
  - 3. Director Rourke: Arnie & Victoria did an awesome job cooking! They did need quite a bit of help, and we can't lose them because they do so much for us.

- g. Christina was in contact with Monster Truckz Mayhem on Tuesday, they are the company I reported on last month, and she booked that event for Father's Day Weekend. We've included the information at your seats tonight. They will take care of everything necessary for their performance, we are charging them \$8000 for the use of the Track, Grandstands, and an area to do Kid's Events where they can meet the drivers and take pictures, bounce house, face painting, food and beverage (carnival grass area) + \$1000 for lights & water. They will provide all food and beverage vendors and keep 100% of the revenue, we will do Beer & Seltzers and keep 100% of that revenue, which should be between \$5,000 - \$8,000. So, with little overhead we have the potential to make over \$15,000 on this event.
- h. Fair Update
  - 1. Premium Books are being distributed throughout Trinity County. I continue to update the Premium Book online with our Schedule of Events so that stays current and make any corrections that we find.
  - 2. Sunday night after the Logging Show we are still planning on an Enduro Race and the Motorsport Committee will promote it to get drivers registered.
  - 3. Pre-Sale will begin Monday, June 13 and end Wednesday, July 13
  - 4. CalFire is scheduled for Inmates to help with Fair set-up June 6-10 and 13-17, then for Jr. Livestock July 5-7.
- i. Jim picked up the 5 Vendor Electrical Panels and portable staging and stairs from Napa Fairgrounds, we used the stage at Bigfoot BBQ, and it worked great. Loren Kemper said it is top of the line staging.
- j. Went to the Dixon May Fair and attended the West Coast Rodeo production of Broncs and Bulls, it was very professionally done. I will be meeting with them in June to finalize their contract and then we will start working on sponsors to increase the purses to attract riders.
- k. PSPS update – Jim walked through with the contractor on Monday, that process is starting also.
  - 1.
- l. Well – Jim picked up part of the shed kit and is working with Jim White on the placement, we will get the Water Tanks delivered in the next 2 weeks, the snow and rain delayed this as it was extremely muddy in the Mule Camp through last week, it is finally looking like it will stay dry enough to get Phase I started.
- m. Quilter's Building is almost complete, Arnie is working with Sharon to locate a counter to replace the current water fountain. I received 2 bids for the Mini-Splits, the lowest was \$9100; I don't feel that this would be a good investment as the building isn't used fulltime. I will get the cost from Campora for a Propane Heater, similar to what we had put into the dining hall – approximately \$2000, and 2 portable air conditioners – approximately \$2400 for a total of under \$5000. This will work well as we did put 3 ceiling fans in the building to circulate the heating and air-conditioning.

## 9. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair
- b. **FINANCE COMMITTEE:** Wallace Brinkley (Chairman), Sue Erenberger, Carrie Bayley
- c. **NOMINATING COMMITTEE:** Chuck Sauer (Chairman), Adam Dummer
- d. **JR. LIVESTOCK COMMITTEE:** Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Michael Thompson, Wallace Brinkley, Carrie Bayley
  - 1. Krista left message with Marty from the Clampers about doing McBubba from 8:30-10:00 and then a to go lunch of a sandwich, chips, cookies, and beans. It will be up to the clampers to decide if a tri tip sandwich or burger would be easier and if they would like to do the beans. Lunch will be from 11:30-1:30. Bryan requested we make a \$500.00 donation to the Clampers.
    - 1. Joanne Harper has committed 10 kids to help as contract runners during auction.
  - 2. Hayden will be going to Olsen's the day of slaughter to do the rail judging on the hogs. Larry will get a group together to do the other rail judging and chase the animals to the processors for the judging.
  - 3. R&R will be picking up from Redwood on the 22<sup>nd</sup> and the 29<sup>th</sup> to deliver to the processors.

1. The slaughter fees are:
  - a. \$175- beef
  - b. \$65.00- lambs
  - c. \$65.00- goats
  - d. \$40.00-hogs
2. We have the same processors as last year, except Siskiyou. The processors include; Bowman, Kents, A&R, Ferndale Meats, and Hayfork Discount (only being doing their own animals). Laura will check with Kents and A&R to see if they will be a default processor this year.
4. Wash Racks - Rod will be over to check the wash racks after he returns from his trip. Lynn was advised that it could be on septic and there was discussion about that being a possibility.
5. Fencing - Jeff states the material will be delivered on Thursday 5/12/22 and the project should be moving forward.
6. Krista will send out an email to get volunteers to assist Bob the week of June 13-17 and July 5-8. Krista is going to do at least 1-2 days the first week and Jason Poburko has committed to July 5 to help. Morgan was going to reach out to Dennis to see if he would be willing to be present during the week.
7. Estimated number of animals is still the same at a total of 276. The committee comments on the sale order and have elected to put hogs in between some species to break things up. The proposed order will go: 25 hogs, steers, rabbits, 25 hogs, goat, poultry, 25 hogs, lambs, 25 hogs, 22 turkeys, 25 hogs, 22 turkeys, and remaining hogs.
8. Back drop will cost \$632.38. the committee likes image #1 for the backdrop.
9. Next Meeting is June 14, 2022, Lowden Park Cook Shack- subject to change with Board meeting being to close. Committee will hold July meeting early at the set-up day in Hayfork on June 26, 2022.
- e. **TCFA MOTORSPORTS COMMITTEE:** Donny Case (Chairman), Wendy Smith, Marilyn Overturf, Carrie Bayley, Tina Felch

## 10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys
  - a. Policy Manual Updates included in Correspondence
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Eggleston (Chairman), Carrie Bayley, Christina Wine, Tina Felch
  - a. Continue to do Bingo, and we have a possibility of bringing Monster Truckz to Hayfork!
- c. **PREMIUM BOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Tina Felch, Jennilea Brookins, Christina Merritt
  - a. We will have a Tri-Fold of The Schedule of Events for Fair at next meeting.
- d. **VOLUNTEER COMMITTEE:** Donny Case (Chairman), Adrien Keys, Tina Felch
- e. **WELL COMMITTEE:** Donny Case (Chairman), Donny Case, Chuck Sauer, Carrie Bayley
  - a. Christina will reach out to Committee and get a meeting schedule
- f. **MOU COMMITTEE:** Adrien Keys (Chairman), Chuck Sauer, Donny Case, Carrie Bayley

## 11. CORRESPONDENCE:

- a. Policy Manual Updates
- b. JLC Backdrop Images

## 12. NEW BUSINESS

- a. Approve TCFA Leasing and Managing the Hayfork Incubator Building from Trinity County for \$1/year
  1. Director Eggleston moves to Table until after Fair; Director Case seconds the motion; Motion carries unanimously.
- b. Approve 1<sup>st</sup> Draft of MOU between Trinity County Fair Association and Trinity County to manage the Trinity County Fairgrounds, as stated in the MOU
  1. Director Keys moves to approve & remove clause about the Incubator Building for now;

Director Case seconds the motion; Motion carries unanimously.

- c. Approve \$500.00 donation to the Clampers for cooking a breakfast and lunch for the auction as recommended by Jr Livestock Committee
  - 1. Director Dummer moves to approve; Director Keys seconds the motion; Motion carries unanimously.
- d. Approve Purchase of backdrop #1 of the fair logo for a cost of \$632.38 as recommended by Jr Livestock Committee
  - 1. Director Brinkley moves to approve; Director Keys seconds the motion; Motion carries unanimously.
- e. Approve Splitting up Hogs for Sale as recommended by Jr Livestock Committee
  - 1. 25 Hogs
    - Steer
    - Rabbits
    - 25 Hogs
    - Goats
    - Poultry
    - 25 Hogs
    - Lambs
    - 25 Hogs
    - 22 Turkeys
    - 25 Hogs
    - 22 Turkeys
    - 25 Hogs
  - 2. Michael moves to approve; Director keys seconds the motion; Discussion as follows:
    - 1. Director Brinkley agrees with the splitting of animals however suggests that the Steers also be split up.
    - 2. Laurel Dummer – we split the hogs because of the heat; Steers are still first in line up
    - 3. Director Rourke- This is the first time I’ve ever seen a change to the sale order. Kids may lose money on Steer prices.
    - 4. Director Thompson – This will be a trial run for this year.
    - 5. Voting as follows:
      - a. Dummer – Yes
      - b. Rourke – Yes
      - c. Keys – Yes
      - d. Brinkley – No
      - e. Sauer – Yes
      - f. Eggleston – Yes
      - g. Case – Yes
      - h. Thompson – Yes
    - 6. Motion passes
- f. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<b>BIGFOOT BBQ COMMERCIAL</b>	<b>BIGFOOT BBQ CONCESSIONS</b>
BBCOM22-03 Parent Club Carnival	BBCON22-01 Rolling Thunder Cafe
BBCOM22-04 Tracey’s Creations	BBCON22-02 Fiesta Fresh Grill
BBCOM22-05 As Seen on TV	BBCON22-03 HHS Senior Class
BBCOM22-06 Dirty Mountain Boyz	BBCON22-04 Trinity Stoned Gems
BBCOM22-07 Log Cabin Quilter’s Guild	BBCON22-05 West Coast Fire Coffee
BBCOM22-08 International Accents	BBCON22-06 U ROK Bakery
BBCOM22-09 Hayfork Farmer’s Market	BBCON22-07 Hayfork Lions Club
BBCOM22-10 Cutco Cutlery	BBCON22-08 Hayfork Rotary
BBCOM22-11 doTERRA	BBCON22-09 VFW
BBCOM22-12 Double “R”	BBCON22-10 Almonte’s Empanadas

<p><b>FAIR COMMERCIAL</b>  COM22-01 International Accents  COM22-02 Cutco Cutlery  COM22-03 Dirty Mountain Boyz  COM22-04 Trinity County Planning Department  COM22-05 Nancy’s Joy Ride  COM22-06 TCRCO  COM22-07 Trinity County Victim Witness Program  COM22-08 iTOYS  COM22-09 Cal Fire  COM22-10 KDK Balloons &amp; Entertainment  COM22-11 Trinity County Behavioral Health  COM22-12 Seventh Day Adventists  COM22-13 Leaf Filter Gutter Protection</p>	<p><b>FAIR CONCESSIONS</b>  CON22-01 Redwood Teen Challenge  CON22-02 Fiesta Fresh Grill  CON22-03 Sierra Corn Enterprises  CON22-04 The Mini Donut Shack  CON22-05 We Cook For You  CON22-06 Conkle’s Concessions  CON22-07 Rolling Thunder Cafe  CON22-08 Almonte’s Empanadas</p> <p><b>EVENT AGREEMENTS</b>  RA22-12e Xao Chia Moua – Private Party  RA22-13e Candidate’s Night</p> <p><b>STANDARD AGREEMENT</b>  SA22-16 R&amp;R Wholesale</p>
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**13. ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**

**14. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT DIRECTORS’ REPORTS**

**15. ADJOURNED**

Adjourned by Director Rourke at 7:53 pm

**Submitted By:**

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*Carrie Bayley, CEO*

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*Dennis Rourke, TCFA President*