

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

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

Thursday, February 21, 2019

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	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 Dennis Rourke at 6:31pm

2. ROLL CALL – DETERMINATION OF A QUORUM

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Director's Rourke, Eggleston, Keys, Miller, Sauer, Brinkley, Hickman, Hauser Scott and Dummer were all present. No directors were absent.

3. INTRODUCTION OF GUESTS / STAFF

Sue Erenberger (TCFA bookkeeper), Karen Leadbetter, Shelby Thomas and Cindy Blackburn were all present.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

No comments from public.

5. CONSENT AGENDA & MINUTES

- a APPROVE February 21, 2019 AGENDA, January 17, 2019 (annual meeting) and January 17, 2019 (board meeting) MEETING MINUTES

Director Miller moved to approve February 21, 2019 AGENDA, January 17, 2019 (annual meeting) and January 17, 2019 (board meeting) MEETING MINUTES assuming the guest list was added to the minutes, second by Dummer and motion passes unanimously.

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

Meeting adjourned at 6:35pm

7. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

Meeting reconvened at 6:45pm with no action taken.

8. APPROVE JANUARY 2019 FINANCIAL REPORTS

Director Brinkley moved to approve the January 2019 Financial Reports, seconded by Sauer and motion passes unanimously.

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

Was not included with packet.

10. CEO'S REPORT

Mike Fillette explained that there is currently a viral outbreak called Newcastle's Disease and it is primarily in Southern California, but the state wants the fair to be aware of it. At this point, both Larry Forero and Mike feels this should not affect the fair this year if at all. Discussion ensued.

A few weeks ago, we had a car and a truck chasing one another come through the fairgrounds and cause quite a bit of damage to fencing and a few other areas of the fairgrounds. It all started when they ran through the fence on Morgan Hill Road at Highway 3. Apparently, the driver was caught and arrested, and we are in the process of filing an insurance claim with the county for an estimated \$1,600 worth of damage.

The storm over the past week caused a lot of damage to trees around the fairgrounds that you may or may not have noticed already. Some fencing is down and there was some damage to the horse barn. We will cut the downed trees into firewood and auction it off as a fundraiser later this year. Discussion ensued.

Mike mentioned that the grant he was working on for the commercial kitchen did not pan out. He said he will continue to look for grant opportunities that might help us with that project. Discussion ensued.

Mike said he has drafted a letter asking for additional assistance from the county. We are asking the county to waive the fair's solid waste fees, waive costs related to having the sheriff present at the fair as well as not paying for permitting fees on fairgrounds property. Mike said that he has also asked the county to have the fair included in their legal council contract. Discussion ensued.

CFSA has a loan program and a line of credit for California fairs. The interest is 6.4% if we applied now. Discussion ensued.

Mike said the fair may have more deferred maintenance money coming in shortly. In 2015, then fair manager and CEO Ben Duhem completed a survey of what needed to be done around the fairgrounds, but the list was not very accurate. Since then, the state has asked me to complete another survey in which we will need to choose 5 of the most important projects that need to be completed and submit those for consideration.

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
Director Rourke appointed Director Hickman to Chair and Dana Hauser Scott to committee.
- c. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer
Nothing to report.
- d. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley
Nothing to report.

12. AD HOC COMMITTEES

- a. **REVENUE GENERATION COMMITTEE:** Mike Fillette (Chair), Jack Heard, Charlene Dunaetz, Dennis Rourke, Becky Stetson, Dana Hauser, Karen Leadbetter and Adrien Keys
Mike said the revenue generation committee would like to hold off on making any recommendations until the next board meeting. Discussion ensued.
- b. **POLICY COMMITTEE:** Sharon Eggleston (Chair), Adrien Keys
Mike Fillette handed out a Conflict of Interest draft for the policy committee to review.

13. CORRESPONDENCE:

- a. Letter from LK Hollenbeak Logging Company
Director Rourke thanked the LK Hollenbeak Company for the wonderful donation of \$1500 and their continued support of the fair. Discussion ensued.

14. NEW BUSINESS

- a. **DRAW PREMIUM BOOK AD WINNERS (TOP 3 COLOR AD SPOTS)**
1ST PLACE – Bayley Lumber
2ND PLACE – Ernie’s True Value
3RD PLACE – Tri Counties Bank
- b. **DISCUSS AND/OR APPROVE ABC LIQUOR LICENSE FOR MOUNTAIN VALLEY RACEWAY**
Director Brinkley motioned to approve TCFA securing ABC liquor licenses for raceway events when needed throughout the 2019 racing season, seconded by Director Keys and motion passes unanimously.
- c. **APPROVE CONTRACTS AND AGREEMENTS**

EVENT RENTAL AGREEMENTS	FAIR CONCESSIONS
RA19-08e MVUSD – HES WINTER DANCE RA19-09e EVA TRENT (MEMORIAL) RA19-10e THE WATERSHED – WINE & CHEESE GALA RA19-11e SOLID ROCK CHURCH – X-MAS DINNER RA19-12e NENG ZONG MOUA – HMONG NEW YEAR RA19-13e KATHY PARENT – MEMORIAL	CON19-01 SIERRA KORN ENTERPRISES

Director Miller moved to approve the contracts and agreements, seconded by Director Hickman and motion passes unanimously.

DIRECTORS' REPORTS

Billie – *Nothing to report.*

Adam – *Nothing to report.*

Chuck – *My grandson is out of the Army after 6 years of service and is on his way home.*

Carol – *I have been in Cottonwood 5 days a week lately.*

Sharon – *Nothing to report.*

Dennis R – *Nothing to report.*

Wallace – *Nothing to report.*

Adrien – *Nothing to report.*

Dana – *Nothing to report.*

15. ADJOURNED

Adjourned by Dennis Rourke at 7:37pm

Submitted By:

Mike Fillette, CEO

Dennis Rourke, TCFA President