

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

Trinity County Fair  
Fair Boardroom – 6000 Hwy 3  
Hayfork, CA 96041  
**Thursday, February 20, 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 6:00pm

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

Directors Brinkley, Miller, Dummer, Sauer, Eggleston, Rourke, Keys and Hauser Scott present. Director Hickman was absent, called in to Fair Office. Director Sauer moved to excuse Director Hickman, seconded by Director Brinkley, motion passed unanimously.

**3. INTRODUCTION OF GUESTS / STAFF**

Guests present, Christina Merrit, Evelyn Haynes, and Sandy Bechtold; Staff present, Sue Erenberger and Jim Erenberger.

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

No Comments from Guests or Staff.

**5. CONSENT AGENDA & MINUTES**

- a APPROVE February 20, 2020 AGENDA; January 9, 2020 Annual MEETING MINUTES; and January 9, 2020 Regular MEETING MINUTES. Jack noted that Annual Meeting Minutes had an error, should have stated Drawing for \$2000 Shopping Spree Raffle Ticket, not the Raffle itself.

Director Eggleston moved to approve the February 20, 2020 Meeting Agenda, as well as the January 9, 2020 Annual Meeting Minutes with corrections, and the January 9, 2020 Regular Meeting Minutes, seconded by Director Keys, motion passed unanimously.

**6. ADJOURNED FOR CLOSED SESSION – PURSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**  
Not Necessary

**7. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT**  
Not Necessary

**8. APPROVE JANUARY FINANCIAL REPORTS**

Director Brinkley asked what the CalFire Inmate charges were for. Were any of those hours billed for Junior Livestock. Carrie will research with Junior Livestock and Sue will transfer their labor costs to their account. Director Hauser Scott moved to approve January Financials, seconded by Director Dummer, motion passed unanimously.

**9. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR JANUARY 2020**

**10. CEO'S REPORT**

Carrie Reported on the following:

- Started the Premium Book Advertising, mailed packets to 2019 Business Advertisers with a copy of their Tear Sheet; also hand delivered 25-30 to businesses in Weaverville.
- Took a Grant Writing Webinar, which will help with grant writing.
- Hired Jim Erenberger as the Maintenance Supervisor, everyone welcomed Jim; he will train with Ed until March 2<sup>nd</sup>, then he will take over.
- Rented the Fair House to Mike Wine @ \$1200/month; he has already started watching over the fairgrounds and calling if he sees anything suspicious; Jim and I will talk with him regarding Camp Host / Security, and do a contract, with a reduction in rent as compensation. Director Dummer asked about the awnings; Michael Hoyos looked at them and is going to get back to us with a cost in trade for Storage Rent.
- Met with CAO Kuhns regarding our MOU and discussed getting county vehicles and equipment to replace what we currently have, that isn't running or barely running. Law Enforcement for the Fair has been budgeted for in the County Budget, so this cost will be covered again this year. Also talked about the Fair taking over management of the Incubator Building, will bring to the Board for approval once this is finalized, could bring an additional \$48,000 in rental revenue. Director Dummer asked if it would still be an Incubator or rented to regular businesses, discussion ensued. Overall Mr. Kuhns was very supportive and extremely helpful.
- Working on 2020 Schedule of Fees; including a Day Use Fee and Car Charging Fee; will include this with the March Board Packet for Rental Fee Committee's review, and put on Agenda for approval.
- Joined Lions Club, Fair now has representation at this service organization. Weaverville Lions Club mentioned they are sending us \$500 for use as we see fit.
- Attended the Raceway Board Meeting and revised their Agreement; includes use and maintenance of the KW Water Truck (only), and 50/50 split of Bigfoot BBQ Race Gate, instead of the 20%, since this is a Fair Race Event.
- Revised Horse Stall Agreement, ran it by Dana who has experience boarding horses; will include in the March Board Packet for Rental Fee Committee review, and put on Agenda for Approval.
- Booked Chad Bushnell for Saturday night of Fair, on Lawn Stage or Beer Garden, from 6:30pm-8:00pm, not to compete with the Races on Saturday night. Chad gave us a great rate. Discussion ensued.
- Halfway through the updates on Premium Book; March 15<sup>th</sup> is the deadline for advertisements; on schedule for printing and having out by mid May.

- Booked our 1<sup>st</sup> TCFA Flea Market for March 21 & 22, 2020; will need assistance going through and pricing items from the Boneyard and Barns. Following the end of the Flea Market on Sunday will be the Hayfork Buy Nothing, Free Trunk Event. This was our most popular suggestion from the Annual Meeting. Discussion ensued.
- Had a conversation with AT&T regarding a cell tower on the Fairgrounds, had them talk to Mr. Kuhns and he gave the go ahead as long as the Fair got the lease money; next step is a site visit. Would like a couple directors to be a part of the site visit to confirm the location is good for the Fair, and everything is covered. Discussion ensued.
- Had a conversation with PG&E, the Department of Emergency Services sent them in our direction, they will need an area to set up generators for an emergency charging station during outages. Discussion ensued.
- Went to the JLC Meeting Tuesday night; Krysta Hymas is sending me a copy of the Buyers Address List, so I can send a Thank You letter to them, introduce myself and make sure they have the new Fair dates. Getting quotes for installation of the lights in the Steer Barn, JLC is going to reimburse Fair for the purchase of the LED lights and pay for the installation. Shasta and Tehama Fairs cancelled all Poultry, last bird death was in Redwood City. Due to Newcastle Flu JLC decided to limit Poultry to Meat Birds, no Adult Poultry Exhibits, any poultry that do not pass health inspection will be terminated on the spot; mini showmanship will include rabbits, pets and only meat birds; will still have Egg Exhibits. I will be getting my weighmasters certification. JLC is going to cover the costs of dust control spraying, Jack is checking on pricing including ecoli killing agent in the spray. Jack is also putting together a proposal for JLC March Meeting that will cover spraying, signage, additional handwashing stations, etc.; to show we are doing our due diligence to ensure safety of everyone. Discussion ensued.
- A request from me for the Directors to assist with a letter in support of adoption of the AB1499; we have until March 16, 2020. Discussion ensued.
- Thank you cards were passed around for Director's signatures, for misc donations.
- Parade, Sandy Bechtold asked that the Parade planning please start soon, as it is a huge project. Carrie is making an appointment with Beth to discuss last year and make a plan, then she will contact Dixie LaFountain, who would like to head that committee. Discussion ensued.
- Jack reviewed what he learned at the WFA Convention, mainly he believes 2 people should attend next year to take advantage of all the breakouts. He will bring more information to the March meeting.

## 11. 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  
Director Brinkley reported, Carrie covered most of the meeting. The JLC wants to pay for Jr Livestock small animal slaughter and transportation. Will be put on the March Agenda. Discussion ensued.

## 12. AD HOC COMMITTEES

- RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Carrie Bayley, Sue Erenberger, Adrien Keys and Justin Molner  
Director Hauser Scott reported that Carrie typed up an addendum to attach to the Cannabis Policy that will cover all. Discussion ensued.
- POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
Nothing more to add.

**13. CORRESPONDENCE:**

- a. Letter from L.K. Hollenbeak Logging Co, Inc
- b. Letter from Hayfork Lions

**14. NEW BUSINESS**

- a. **DISCUSS/APPROVE CANNABIS EVENT POLICY & DISCUSS/APPROVE NOISE POLICY**  
Director Brinkley moved to approve both Cannabis Event Policy and Noise Policy, seconded by Director Keys, motions passed unanimously.
- b. **DISCUSS/APPROVE CAMPGROUND POLICIES & DISCUSS/APPROVE CAMPGROUND RULES**  
Director Hauser Scott moved to approved both Campground Policies & Rules, seconded by Director Brinkley, motions passed unanimously.
- c. **INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS**

EVENT RENTAL AGREEMENTS	FAIR VENDORS
RA20-11e Naomi Davoudian (DH Rental) RA20-12e Flowra (DH Rental) RA20-13e Beth Fry (DH Rental) RA20-14e Log Cabin Quilters (DH – April) RA20-15e Log Cabin Quilters (DH – October) RA20-16e Tita Morris (DH Rental) RA20-17e Hayfork Fire Dept (DH Rental)	COM20-05 Airbrush Face Painting & Tattoo COM20-06 Designs Unlimited COM20-07 California Army National Guard

**DIRECTORS' REPORTS**

*Billie, Said she is planning on resigning from the Board after this year.*

*Adam, Nothing.*

*Chuck, Sid Walker grew up here in Hayfork and has a great band, he has the contact number for Carrie.*

*Carol, Not present.*

*Sharon, Happy we discussed the Parade, as it is a huge undertaking.*

*Dennis R, Been working with Carrie and things are coming together. Welcome Jim, looking forward to working with Jim more.*

*Wallace, Going to the Social Security Office, officially Retired now so I will be available to help with Fair stuff more.*

*Adrien, DES is collecting information and sign-ups for Pet Evacuation Plan.*

*Dana, Congratulations to Wallace on his retirement. Thank you to Billie for all her years as a Board Director. Thank you to Carrie, and Thank you to Adrien also!*

**15. ADJOURNED**

Adjourned by Director Rourke at 7:42pm

**Submitted By:**

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**Dennis Rourke, TCFA President**

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**Carrie Bayley, CEO/Fair Manager**