

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

Trinity County Fair

BOARD ROOM – 6000 Hwy 3 (DIRECTORS ONLY)
Hayfork, CA 96041

Zoom Link Info:

Meeting ID: 870 9202 8308
Passcode: 219126
Dial In: 1-669-444-9171

**February 16th, 2023
6:30 PM – Open Session**

Board of Directors

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 nd District
Margie 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, Director	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 6:32 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. All Directors were present in person.

3. INTRODUCTION OF GUESTS / STAFF

- a. Krista Hymas, Alan Pectol were present in person.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

- a. Alan Pectol: I am here to see if we can get the motocross track back up and running. I have a group of people who will help run and manage.
1. CEO Bayley – We will let you know when the next Motorsports Committee meeting is, and you can come pitch your idea.

5. CONSENT AGENDA & MINUTES

- a. Director Keys moves approve February 16th, 2023 Agenda and the January 12th, 2023 Annual and Regular Board Meeting Minutes; Director Dummer seconds the motion; Motion carries unanimously.

6. APPROVE JANUARY 2023 FINANCIAL REPORTS

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

7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

8. CEO'S REPORT

- a. Trinity County Fair Board chooses Exhibitor Handbook Cover #3 for 2023.
- b. I just wanted to recap the suggestions from the Annual Meeting.
1. More Security Cameras
 2. Tiny Homes – Same as 2022
 3. Large Deck Mower for Maintenance
 4. Talk to Blacksmith from Weaverville and see what it would take to get him to come to Bigfoot BBQ and Fair.
 5. Smoked Potato Contest
 6. Backpack Blower for Maintenance
 7. Open Mic before bands – Same as 2022
 8. Emerald Cup Cannabis Contest
 9. More Volunteers to help with events
 10. Arena Drive-In Movie Event
 11. Senior Breakfast – New meets old
 12. Snoop Dogg
 13. Saturday Fireworks (maybe at Bigfoot BBQ or after Derby at Fair)
 14. Improve Sound System in Grandstand Announcer Booth
 15. Laser Tag
 16. Airsoft Tournament – Same as 2022
 17. Roller Skating – Rollerblading Tournament or League
 18. Mother's Day Event
 19. More Small Concerts
 20. Adult Skating
 21. Comedy Shows
 22. Older Country Artists – Clay Walker, Clint Black – Same as 2022
 23. Blue Grass / Americana Music
- c. Recap Western Fair Association Convention: Sue and I attended the conference in Reno in January and came back with some great ideas and more information than what I have time to go over tonight. Here are some of the hi-lights:

1. I was elected to represent the Cascade Area as the California Fair Alliance Board Director for the next 2 years.
 1. More important now that the WFA Board and Cascade Area Board work together.
2. Resiliency Grant information was shared , Fairgrounds under the California Network of Fairs is not eligible for funds in this round, I reached out to Trinity County Grant Writer Suzi Kochems and Philip Simi the head of OES and we were working together on the grant to upgrade our facilities for Emergency Services, but it was determined by Suzi and Philip that we did not meet the “Disadvantaged and Unincorporated” definition in this grant, so they are going to look for other funding to help improve the Fairgrounds.
3. AB1499 Funding isn’t any clearer after our meeting with the State, it looks like the sales tax generated on Fairgrounds still isn’t being reported correctly, so the funding is only around 4.8 million dollars this year, there was around 10 million dollars that was held by CDFA that could get paid out this year. WFA & CFA is working with the California Department of Tax Fees & Administration to get current information from all Fairgrounds on who is doing business sales on Fairgrounds, so they can contact each business and get the correct numbers for next year. We will still get funding, but there’s not definite amounts yet. I will be going to another CEO Training at the end of this month in Sacramento and should have another update for March’s Board Meeting.
4. I discussed Jr. Livestock Fees with the Cascade Area Fair CEO’s which are Fairs our size, and most Fairs get funding to support the upkeep of the Livestock facilities through Exhibit Fees for all Exhibitors, not just for Showmanship. Their fees start at \$25, ours are \$5 and have been for years. Their Exhibitors don’t pay a pen fee just the Exhibitor Entry Fee, and then the Fair gets 1% from the sale of animals to cover the Administrative costs, such as accounting and admin support of the Jr. Livestock Program.
5. In marketing our Fair we discussed teaming up with local businesses to help with sponsorships and then rewarding the business or individuals at the Fair which we already do a great job teaming up for sponsors. To make them feel more appreciated we are going to start having a “Friend’s of the Fair” party at each event, such as Bigfoot BBQ we will have a Friend’s of the Fair Dessert & Craft Auction with a special drink ticket for sponsors, and the same at the Harvest Festival & Freedom Rodeo.
6. We had some great motivational speakers, and the Trade Show gave us an opportunity to see and talk to some new entertainers and visit with a couple we already used.
7. There is a Fair Exhibits Course coming in few months that may benefit us in ways to make our exhibits stand out and get more traffic, and then the Maintenance ‘Nuts & Bolts’ Training is coming up in April, which I hope to send our Lead Maintenance Technician to.
 1. ‘Nuts & Bolts’ is electrical training this year.
- d. Last week Richard and I did our Safety Inspection with the State, of course there were a few issues that we need to address, most of which are electrical. We don’t have a chemical storage cabinet in Maintenance, so Sue was able to order one with the Credit Card Points we have accumulated over the past 3 years. It will be here in the next couple weeks. We don’t have a current Incident Injury Protection Program, so I reached out to CFSA and got the template and will have that ready with a policy before our first event, Bigfoot BBQ.
- e. We have been very busy getting everything updated for the Exhibitors Handbook and are currently accepting applications for Exhibits Supervisor/Business Assistant and Lead Maintenance Technician, which Richard has been doing since last year and doing a great job. Advertising letters went out and we are getting good response back. We did have a situation with Sumner Ranch, they weren’t happy with

their ad placement and upset that they didn't get a cover spot. I will follow up with Mike & Polly to explain again how the cover ads are chosen.

1. We are going to invite the candidates to the Board Meeting in March where the drawing takes place for them to see how we decide.
- f. We've started booking Judges, Entertainment, and Jr. Livestock services; and received our signed agreement with Wold Carnival, wristbands will stay at \$30 for presale. I'm working on a 3-year agreement to give to Jason onsite during Fair, so we can lock in our Fair for the 2nd weekend in July through 2026.
 1. We will have 15 Golden Wristbands this year!
- g. Jeff Dickey came earlier this month to inspect our Power Shut-Off Switches, but the contractor didn't bring a generator to test the switches, and because it requires a 100kw generator we weren't able to test it. Jeff said it looks good, but until it's tested I'm not willing to sign off on the project. I will talk with California Construction Authority when I'm in Sacramento and let them know that we still need the test done, hopefully they will require the contractor to bring their generator to show that what they installed actually works correctly. This grant was through CDFA, and CCA was who they awarded managing the grant.
 1. I will report in March.
- h. I submitted a grant for \$25,000 to help with cost of the electrical upgrade for the North Campground. I'm working on another grant, just waiting for the support letters from the community to submit with the proposal in March.
 1. We will know about the grant in April.
- i. Fundraising events coming up are:
 1. Cake Bake-Off Competition and Auction on Friday night at the Hayfork Hotel Restaurant at 6:00 pm and anyone who can bring a dessert to be auctioned will really help.
 2. Saturday at 5:30 pm is our Valentine's Dessert Potluck with Curvy Roads Wine Bar followed by BINGO.
 3. March 18th will be our St. Patty's Day Enduro race.
 4. Fair & Boosters Calcutta has been rescheduled for April 1st, which Christina has 5 tickets for each Director to sell at \$100/each and includes dinner for 2 ONLY, we will have extra tickets available if people want to bring more than one person at \$25/ticket but only presale.
 1. For Directors we will have a sign up sheet in March for volunteering at Calcutta, but I would like to ask Chuck if he would be available to Auctioneer, we will get another volunteer to give you a break, then at Bigfoot BBQ if you would like to Auctioneer the Friend's of the Fair Dessert & Craft Auction?
 - a. Yes.
 5. Terra will go over what we discussed in our Grants & Fundraising meeting last week.
 6. Sue was able to purchase a commercial soft serve ice cream machine with points from our Credit Card, which will be used at Fair events or rented out for use.
- j. Campora installed the heater in the Quilters Building, that was the final item needed for that building.
- k. I reached out to CalFire to request 2 weeks of help for Fair and Jr. Livestock set-up, waiting to hear back if they will have a crew to help us.

9. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Director Dennis Rourke (Chairman), Director Michael Thompson, Director Margie Watkins (Finance Committee Chair), Carrie Bayley
- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Sue Erenberger, Director Michael Thompson, Carrie Bayley
- c. **NOMINATING COMMITTEE:** Director Chuck Sauer (Chairman), Director Adam Dummer

- d. **JR. LIVESTOCK COMMITTEE:** Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Director Michael Thompson, Director Marjie Watkins, Carrie Bayley
1. See attached minutes.
 2. Discussion as follows:
 1. We had the meeting on February 1st and we had a large turnout.
 2. We have recommendations to the Board this month:
 - a. Jake Parnell
 - b. Extending Show Animals another year
 - c. Changing weights back to 2021 weights.
 3. Buyers Luncheon
 - a. We are worried if we take an hour break, we might lose buyers.
 - b. 10 am is the start time of Sale.
 - i. Box Lunches
 - ii. Mcbubba's / Luncheon
 - c. Travis Heffner agreed to be Large Animal Judge again this year.
 - d. No ARBA judge at this time.
 - i. Morgan suggests maybe moving rabbits to Harvest Festival?
 - e. Carcass judging on rail – maybe get Larry Ferrero back?
 4. 4-H is estimating animals as follows:
 - a. 28 Hogs
 - b. 30 Steers
 - c. 14 Lambs
 5. Director Rourke: We may need to think about putting a cap on the sale.
 6. We are talking of breaking up the animals again this year.
 - a. Steers in the middle of sale.
 - b. Possibly Champions/Grands/Reserve in middle also.
 7. Buyer letter will come to the Board for approval in March.
 8. By-Laws will hopefully be done in March.
 9. There was talk about extending Add Ons after the close of sale, maybe 7-10 days.
 - a. We will also have what we have for Add Ons announced at the beginning of the Auction.
 10. We will have Jake Parnell announce the packaging fee is not included in the sale.
 11. Kids will have to stay through small animal processing.
 12. We secured transport for Large animals.
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine
1. Truck Show is cancelled, we need to do more leg work on it.
 1. Intended for locals but had 0% interest from them, all interest is from out-of-town people.
 2. Possibly do a one shot at Fair this year.
 1. Truck Show during the intermission of the Derby.
 3. St. Patty's Day Enduro is set for March 18th at 2:00 pm
 1. Gate should pay for the Enduro.
 2. Hayforks Lions Club will be sponsoring the insurance.
 3. We have about 6-8 guys coming from Weaverville.

10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Carrie Bayley, Christina Wine
 - a. We had a meeting and are working on new policies.
 - i. Locks, Keys, Combo Policy
 - ii. Employees on grounds after hours Policy
 - iii. By-Laws
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Carrie Bayley, Christina Wine, Teresa Miller
 - a. Cake Bake Off is scheduled for February 17th at 6:00 pm at the Hayfork Hotel Cinderella Ballroom.
 - i. Judges have been confirmed.
 - b. Sue sent in the liquor permit and payment for our Bingo with Curvy Roads on the 18th.
 - c. Carrie is buying a soft serve ice cream maker (commercial) on rollers so we can sell soft serve ice cream at our events.
 - d. Maybe schedule a Food Truck Day at the Fairgrounds and include a larger cornhole tournament.
 - e. We are going to change our payouts for Cornhole and Horseshoe to 50% payout and 50% Fair to help maintain the pit and buy new bags and better boards, also do a Plaque that we put out at each tournament with the winners' names instead of trophies.
 - f. Change trophies for all special events to Cash Awards, even the kids, so they have the money that day to spend at the events, do the same with Parade and have more cash awards.
 - g. Issue ribbons on the Winning Exhibits but take the ribbons off if the Exhibitor doesn't want the ribbon, so we can re-use and not waste money on ribbons that people really don't want.
 - h. Schedule a Logging Show Planning Meeting in March – need to start working on getting advertising out and better cash prizes for this event.
 - i. Hot Saws Competition – Bryan Taylor
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt, Krista Hymas
 - a. CEO Bayley is working on it.
 - b. Teresa is getting all the payments and ads together.
- d. **VOLUNTEER COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Teresa Miller, Christina Wine
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Chuck Sauer, Director Adrien Keys, Carrie Bayley, Christina Wine
 - a. Maintenance is going to dig a trench so PUD can put the power line in.
- f. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Laurel Dummer, Jud Frietas, Carrie Bayley, Christina Wine
 - a. We need to schedule a meeting.

11. CORRESPONDENCE:

- a. 2023 Exhibitor Handbook Cover # 1, 2, and 3
- b. Trinity County Fair Mascot Competition
- c. Fair Mascot Competition Form
- d. 2023 Roster of Fair Officials
- e. 2023 TCFA Fundraising Event Calendar Revised
- f. 2023 State Rules for California Fairs
- g. 2023 State Rules Addendum 1

- h. 2023 State Rules Addendum 3
- i. 2023 Jr Livestock Independent Exhibitor Program
- j. 2023 Independent Exhibitor Form
- k. Avian Influenza Factsheet
- l. Avian Flu Transmission
- m. Biosecurity Tips
- n. CA Poultry Exhibition Caution Tips

12. NEW BUSINESS

- a. Approve Jr. Livestock Recommendation to contract with Jake Parnell to do Saturday Auction, 2 Auctioneers with virtual auction platform, and 2 hotel rooms for Friday night @ \$5,000.00.
 - 1. Director Thompson moves to approve; Director Watkins seconds the motion; Motion carries unanimously.
- b. Approve Jr. Livestock Committee recommendation to include "Show Only" Exhibitor owned animals for showmanship.
 - 1. Local Rule (Exhibitor Handbook) states: Exhibitors may enter additional, Exhibitor owned animals in showmanship for species which they are not entered in for market classes. Limited to one entry per species for showmanship.
 - 2. Director Thompson moves to approve; Director Watkins seconds the motion; Motion carries unanimously.
- c. Approve Jr. Livestock Committee recommendation to take animal weights back to 2021 weights.
 - 1. Director Thompson moves to approve; Director Watkins seconds the motion; Motion carries unanimously.
- d. Approve discontinuing Miss & Mr Trinity, Jr. Miss & Mr Trinity, and continuing Little Miss & Mr Trinity at the Fair.
 - 1. Director Dummer moves to approve; Director Thompson seconds the motion; Discussion is as follows.
 - 1. Director Sauer – Why?
 - 2. Director Kephart – The last 5 years we have had little to no participation.
 - a. People are running around to get participants.
 - b. With the new day an age of people identifying as Gender Neutral
 - c. Weaverville Lions Club could possibly take over and have at the 4th of July event in Weaverville.
 - i. Maybe other service organizations can take it over.
 - 3. It's costing the Fair time and money we don't have.
 - 4. The pageants normally start in January or February of every year.
 - 5. Director Thompson moves to close discussion; Director Keys seconds the motion; Motion carries.
 - 6. Motion carries not unanimously.
- e. Approve changing Special Fair Days as follows:
 - 1. Thursday – Trinity County Indigenous People's Day
 - 2. Friday – Kids Day, kids 12 and under get in free to the Fair.
 - 3. Sunday – Appreciation Day – Everyone gets in free to the Fair.
 - 4. Director Millsap moves to approve; Director Sauer seconds the motion; Motion carries unanimously.
 - 1. Director Keys – Are we going to continue on with Veterans Day during Fair?
 - a. This year we are dedicating the Fair to the Senior Citizens, Veterans appreciation price will be in Presale. Senior Citizens get in FREE all days of Fair.
- f. Approve Use Agreement between TCFA & Log Cabin Quilters Guild.
 - 1. Director Thompson moves to approve; Director Millsap seconds the motion; Motion carries unanimously.
 - 1. CEO Bayley – They did make a few punctual corrections that I will be fixing before we sign.
- g. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

EVENT AGREEMENTS RA23-01e Raquel Brown – Appreciation Meeting	FAIR CONCESSION AGREEMENT CON23-01 Wold Amusements STANDARD AGREEMENTS SA23-06 Blackford Trucking SA23-07 Supreme Shield Security
---	---

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

Dennis Rourke – In our By-Laws it states that if there is Repetitive Discussion, we can make a motion to end the discussion like we did here tonight. Also, I think there needs to be no interruption during the CEO Report, questions can come after she is done.

15. ADJOURNED

Adjourned by Director Rourke at 9:10 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President