

**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

**NOVEMBER 17TH 2022
6:30 PM – Open Session**

Board of Directors

Dennis Rourke, President	Sharon Eggleston, Vice President
Margie Watkins, Director, 1 st District	Michael Thompson, Director, 2 nd District
Adrien Keys, Director, 3 rd District	Adam Dummer, Director, 4 th District
Jenny Millsap, 5 th 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 6:30 pm

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. Directors present in person, Eggleston, Rourke, Sauer, Case, Keys. Directors present via phone, Millsap.
 1. Director Sauer moves to approve the absences of Directors Thompson and Dummer; Director

Eggleston seconds the motion; Motion carries unanimously.

3. Seat Trinity County District 1 Director, Margie Watkins

- a. Director Case moves to approve and seat District 1 Director, Margie Watkins. Director Sauer seconds the motion; Motion carries unanimously.

4. INTRODUCTION OF GUESTS / STAFF

- a. Kirsta Hymas was present.

5. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

6. CONSENT AGENDA & MINUTES

- a. Director Keys move to APPROVE NOVEMBER 17TH, 2022 AGENDA and the OCTOBER 20TH, 2022 MEETING MINUTES with the corrections; Director Case seconds the motion; Motion carries unanimously.

7. APPROVE OCTOBER 2022 FINANCIAL REPORTS

- a. Director Keys moves to approve; Director Sauer seconds the motion; Motion carries unanimously.
 1. Sue explains how to read spreadsheets.
 1. Negative number means over budget in expenses.
 2. Negative number means under budget in revenue.

8. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

1. CEO'S REPORT

- a. Quick review of the Fall Managers Conference that I attended the first week of this month:
- b. CDFA is encouraging Fairs to look at Satellite Horseracing (mini horseracing), Fantasy Sports Betting (KALYPSO) both of which I will look into – they help to bring more taxable revenues to the fairgrounds and increase AB1499 funding.
 - i. They are currently working with the state to increase the AB1499 funding, and we know more about where we are with this funding at our conference in January. Funding additional funding will come next year, although there is currently still over \$10 million available for distribution, which will be added.
 1. There is a ¾% increase → AB1499 money
 - ii. Satellite Horse Racing is expensive.
 1. Quality food and beverages will take a few years to establish.
- c. CCA, California Construction Authority reminded us that there is still a materials shortage, and they aren't seeing a decrease in delivery times any time soon, so encourage planning ahead for spring or pre-fair construction projects.
 - i. CCA → 1st to get bid on projects, that are paid with Allocation revenue.
- d. Fair Service Industry has seen an increase in Artisan Vendors at Fairs that are selling a higher end product made locally vs. resale items from China. This also gives the attendees a new variety of merchandise that may not be available elsewhere in smaller communities. Another suggestion is bringing in a new Exhibit Vendor every few years, like reptiles, large cats, virtual gaming experience, anything that you wouldn't be able to experience locally.
 - i. Trinity County Fair Artisan Area right outside of the Commercial Building (Lawn Area)
 - ii. Director Millsap: Exotic Animals are huge for Fairs!
- e. Increase community involvement by creating a program monthly or quarterly that 'celebrates a local business' either on the fairgrounds or through a newsletter and social media; we ask for contributions from businesses, and this is a way to offer them some free publicity.
- f. "You Blew It" or a program like this that is not publicized prior to Fair but is our extension program for people that miss the exhibits deadline, we can do this in a fun way with Still Exhibits, but we wouldn't be able to include Livestock Exhibits with the extended deadline.
- g. "Yard Signs" promoting the Fair Date and Fair Theme, an expensive way to get exposure, suggests no more than 30 days out. Could also include the Exhibits Deadline on these signs.
- h. Utility Bill insert, many companies will allow you to provide inserts as long as you make the copies for them to put with the utility bill. I've seen these from other non-profit organizations in my water bill.

We will follow up on this.

- i. If you have a “Royalty” program, the current Queen and/or King should be participating in all county’s wide parades, competitions, etc. to promote the annual competition.
 - i. Director Sauer: Miss Trinity? Back in the day my daughter Retta had a lot to do. Everywhere.
- j. Prop 12 – 2023 Self Certification is required for all re-sale hogs. I will contact Olson’s and see what they require as our processing plant.
- k. We are required to have an audit every 3 years. I will contact the County to see if they provide that service, as other County Fairs don’t pay for their audits.
 - i. If the County covers this, then we could save \$10-11,000 dollars every 3 years.
- l. CFSA our accounting and insurance contractor gave an update on current Employment Practice discrepancies found during other fair audits – No Employee Handbook, Sue is currently working on one for us which will include our policy & procedures and an arbitration clause, which our current employees and new hires will initial that they have received and read; Sue if also following up on our paychecks and if they have all the information necessary.
- m. I received EEO training also at the conference, which includes sexual harassment, and I can now provide that required training to our employees.
- n. Maintenance found quite a few leaks in the Dining Hall Roof, mostly around the air conditioner vents, and then around the Ansel unit that was installed in the kitchen. They have been sealed, but there was a lot of damage to the interior roof above the suspended ceiling, looks very much like what happened in the Floriculture Building. We are fortunate that this was found, and we were able to remove the material that had fallen onto the ceiling before it collapsed. It is extremely frustrating that this is obviously years old, and something else that was ignored rather than addressed before it got to this point. You could actually see daylight through the roof in places. I was surprised that the Ansel unit wasn’t sealed, as it was part of the Dining Hall remodel done through a grant. Looking at the amount of rotten wood, we are going to have to scab in some repairs and look at putting on a new roof, but for now maintenance is getting larger screws with plastic washers to replace the screws and nails that have worked out of the current roof, this should solve the leaks for now.
- o. I haven’t followed up on the Rodeo Panels, I should have time to do that after the holidays.
- p. The State Safety Inspection will be done earlier this coming year, they are fully staffed with inspectors now and want to make sure we have time to comply with discrepancies before the Fair. Maintenance is still working on what was found last year.
- q. I heard back from TPUD regarding our Application for Assistance through their District Investment in Community Activities Program, and they voted to fund 100% of both our Well and North Campground Project. They are funding TPUD’s portion of these, which is around \$15,000 for the North Campground and \$20,000 for the line extension to the Well House. I have requested bids from Trindade and Sharp on what needs to be replaced at the 18 RV sites, which will include a 400- or 600-amp box, whichever is determined to be needed to support these upgrades. We sent around a thank you letter that we will mail to PUD.
- r. CCA is completing the Generator Relay Switches that will run the Commercial Building, Main Office, Exhibits Office, Dining Hall, and Quilters Building in the event of a power outage. The final inspection is November 29th.
- s. MOU with Trinity County was reviewed by CDFA’s legal team, and they approved what we gave them. So, we don’t have to resubmit another contract for approval. Once it is signed and returned from CDFA, I will forward it to the County for recording and we are good for another 20 years!
- t. We changed the dates for Festival of Trees from November 26th to December 2nd and 3rd to coincide with Hayfork Lions Outdoor Skating Event on December 2nd. We will still have Pancakes with Santa on November 26th and sell Raffle tickets for the Trees at that event. I will also be at Roderick’s this Saturday at their Christmas Bazaar selling both Pancakes with Santa Tickets and Tree Raffle Tickets. We have received donations totaling over \$1000 in gifts under each tree again this year!
- u. Finally, I will be putting an ad in the Trinity Journal for the open Board Director Seat, giving a deadline of January

9. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Director Dennis Rourke (Chairman), Sharon Eggleston, and Finance

Committee Chair

- b. **FINANCE COMMITTEE:** Director Michael Thompson (Chairman), Sue Erenberger, Carrie Bayley
- c. **NOMINATING COMMITTEE:** Director Chuck Sauer (Chairman), Adam Dummer
- d. **JR. LIVESTOCK COMMITTEE:** Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Michael Thompson, Wallace Brinkley, Carrie Bayley

1. Krista – Meeting went well.

- 1. We are thinking of inviting Buyers to FFA BBQ on Friday to view animals.
- 2. Adding the Buyers Book to the website.
- 3. Waiting on update from Morgan to see if he got the computers to his tech guy.
- 4. We will have Siskiyou back as a processor for 2023 Fair.
 - a. Laura will contact the transfer of animals.
 - i. Olsen and Redwood Meats on board.
- 5. By Laws will be looked into at the January 2023 Meeting.
 - a. There are a lot of changes being made. Michael completely redid them; the deadline is to have them to the Board by the February Meeting.
 - b. They will be called “Guidelines” not By-Laws.
- 6. We are looking into the price for purchasing a bracket of panels; One a year. This way we don’t have to borrow as many, and hopefully none at all in the future.
- 7. I am still working on putting together a Binder of Jobs.
- 8. We are looking into getting new Grand Reserve Plaques, the old ones are gone.
- 9. The cost of animals and feed are going to double.
- 10. We are probably going to raise the entry fee to more than \$5
 - a. CEO Bayley: Other Fairs raise the entry fee every 5 years minimum.
- 11. The next meeting is scheduled for January 10th in Weaverville.
 - a. We are looking at the number of voting members, we’re at 20 and it needs to be less than that.
 - i. In the By-Laws it says representation from all districts.
 - ii. Fair Board should decide who’s on the committee.
 - iii. In the past it seems the “JLA By-Laws” we only in effect for certain people.
 - iv. Junior Livestock should NOT operate on their own. They are a committee under the Fair.
 - v. Out of all the FFA and 4-H Leaders there’s enough to make up the JLC
 - vi. Eventually the Board is going to have to get involved.
 - vii. Director Case: It’s wrong for someone to take it upon themselves and make a huge decision and have all the blame put on Krista.

12. Instead of recognizing just the Top Buyer at the Auction, we are thinking of starting a Platinum or Diamond Club

- a. Plaque with Buyers Name not just the Top Buyers
- b. We will establish who qualifies and implement it for the 2023 Sale.
 - i. Tiered Buyers Club based on total bought.

13. We will be meeting with the Top Buyer of 2022 Sale before the January 10th meeting.

- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Carrie Bayley, _____

1. Working on Rules for New Year’s Eve Enduro Race

- 1. I have asked my old friend Dwayne to be the flagger for this race. If he’s flagging that means I can drive!

2. Looking into doing some different things this year for Early Derby Registration.

10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Director Sharon Eggleston (Chairman), Adrien Keys
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Eggleston (Chairman), Carrie Bayley, Christina Wine
- c. **PREMIUM BOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt
- d. **VOLUNTEER COMMITTEE:** Director Donny Case (Chairman), Adrien Keys, Teresa Miller
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Chuck Sauer, Carrie Bayley
- f. **MOU COMMITTEE:** Director Adrien Keys (Chairman), Chuck Sauer, Donny Case, Carrie Bayley
- g. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Laurel Dummer, Carrie Bayley
 - a. CCRA Finals in Red Bluff is this weekend. The top 15 Riders in the State will compete.

11. CORRESPONDENCE:

- a. 2022 State Rules Comm Application
- b. 2022-10 Proposition 12 Update
- c. Animal Care Fairs Exhibitions 11.1.22
- d. Brown Act – AB2449
- e. F2022-07 Fairground and Community Resilience Centers Final
- f. F2202-09 Application for State Rules 2022
- g. Letter from Donna Grisham
 - 1. Director Rourke: I just want to say I appreciate it and admire the woman for standing by her conviction.
- h. TC Fair Fees 2023

12. NEW BUSINESS

- a. Approve CDFA Grant Agreement for 2022/2023 Allocation \$54,050
 - 1. Director Case moves to approve; Director Eggleston seconds the motion; Motion carries unanimously.
- b. Approve 2023 Schedule of Fees
 - 1. Director Dummer: Derby prices are a little high. Would consider moving them to \$20 at the gate and \$15 presale.
 - 2. Director Case: What’s going to sell is the wristband for all 3 Grandstand Events.
 - 3. Director Eggleston moves to approve schedule of fees as written; Director Sauer seconds the motion; Motion carries unanimously.
 - 4. Director Keys asks why the Commercial Building rates are so high?
 - 1. CEO Bayley: Fire Camps see the lower rates and ask why they aren’t getting that rate. We can reduce the price for private rentals if we need to.
- c. Approve 2023 Budget
 - 1. Director Keys moves to approve; Director Eggleston seconds the motion; Motion carries unanimously.
 - 1. Next month we will get defaults for forgiveness.
 - a. We have people who still owe us money, they have for some time, if we forgive them they will go away.
 - b. Michael Hoyos has a storage container he owes fees on since 2019, we will use this container for Trash and cut down on those expenses.
 - c. Everyone on the Board needs to understand the Financials and Budget.
 - d. 2020 – 2021 expecting revenue for Fire Camps, black numbers are the Feds numbers.
- d. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

RENTAL AGREEMENTS RA23-32e Hmong New Year RA23-33e Robert Ramirez RA23-34e Election Day RA23-35e Community Drive Thru Thanksgiving Dinner	STORAGE AGREEMENTS RA23-04s Don Wardrip RA23-05s Jud Freitas RA23-06s Rod Patton RA23-07s Travis Belongia
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	RA23-08s TCRCB RA23-09s Ryan Barker RA23-10s Steve and Carrie Bayley RA23-11s Mike Kimball RA23-12s Steve Bayley
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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

- a. CEO excepted contract

DIRECTORS' REPORTS

15. ADJOURNED

Adjourned by Director Rourke at 9:00 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President