

# 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: 847 8160 1071

Passcode: 491796

Dial In: 1-669-900-6833

**APRIL 15, 2021**

5:00pm – Tour of Horse Barns

6:00pm – 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
Justin Bailey, 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 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 5:55 pm

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

- a. Directors Rourke, Keys, Case, Bailey, Brinkley, Thompson, Sauer, and Eggleston were present in person. Director Brinkley moves to excuse Director Dummer’s absence. Director Keys seconds, motion carries unanimously.

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

Via Zoom: Bob & Laura Taylor, Krista Hymas, and Billie Miller  
Jim Erenberger, Christina Merritt, and Michael Wine

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

- a. County is going to evict the incubator building. Rent out to TCFA, will discuss further after building is empty.

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

- a. Director Sauer moves to approve, Director Eggleston seconds, motion carries unanimously.

#### **6. APPROVE March 2021 FINANCIAL REPORTS**

- a. Director Brinkley moves to approve, Director Thompson seconds, motion carries unanimously.

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

- a. Looks Good

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

- a. I have been attending the State Required 'New CEO Training' that was postponed last year due to COVID. It continues until November, and I will give updates as to what actually applies to the smaller Non-profit Fairs as most seems to apply to DAA Fairs. One thing that I learned right off is that I rented the Vet Office with an Annual Agreement which was discussed during my CEO Report, reviewed and approved through the normal agreement process, but because it is a month-to-month rental I should have had it approved under New Business, so in December of each year, or when initially renting, I will make sure all month-to-month rentals such as the fair house, vet office, and any other non-standard rentals for the next year are approved annually by the Board under New Business.
- b. I'm still working on the Golf Cart/ATV Policy for fairgrounds guests and our employees; I was able to purchase a Golf Cart that I picked up in Oregon last month which is being used for RV & Camp Rental and UHaul and then will be used for the Fair Camp and Jr. Livestock support during Fair, also purchased a Quad for Maintenance which works with a utility trailer we already had in the bone yard from Steve, which you may have noticed in the financials and to be transparent the check issued to Steve Bayley was for the Quad. With that said we still need a minimum of one more Quad for maintenance before Fair, and if anyone knows of a good deal or plans on selling their ATV please send them our way, really prefer a Quad or Side-by-Side for Maintenance rather than a Golf Cart due to the amount of use it will get; FYI the Golf Carts, Side-by-Sides, and Quads that the fair utilized in 2019 apparently belonged to Ed DeLisle and were sold by him, so they are no longer available.
- c. The Grant Application for Concreting the Small Animal Barn that was submitted to the McConnell Foundation has moved up in the award process, and the Grant Committee will be coming to look at the Small Animal Barn on Thursday, April 22<sup>nd</sup> @ 9:30am and would like as many Board Directors as possible to attend, they do require we maintain 6' social distancing and mask protocol during the site visit. The Porta Coolers for Jr. Livestock Animal Barns Grant application was submitted to Redding Rancheria a couple weeks after the McConnell Grant so we should hear something back on that grant before the May Board Meeting.
- d. The well that is being donated and drilled by Shasta Well Drilling will happen Monday April 26<sup>th</sup> at 8:00am – it is very important that we have attendance from our Directors as this is a huge donation to our organization. Kristie Anderson, Health Dept, will be at the drilling, and is helping to get coverage from KRRCR, with that said we do need to make sure we are following the COVID protocols especially since we may be filmed for the local news. Again, this is being donated by Gavin & Mike the owners of Shasta Drilling, so let us show them our support and appreciation.
- e. The Grasshopper Bike Event, June 11 – 13 that had reserved our Fairgrounds and Camping Sites has postponed until 2022 due to the pandemic and the restrictions on out of state travel.
- f. Kristie Anderson from the Health Department called me earlier this week and gave us the go ahead for Bigfoot BBQ, so we are continuing to contact vendors, entertainment and competitors; a flyer was put up on our FB Page and all registration forms are on the website, we will continue to advertising to get the word out. Kristie also let me know I am not required to submit any more COVID Plans, with the State opening back up we just need to follow the State Guidelines, which she will also forward as she receives them...we are still very fluid with these guidelines so they will continue to change, right up to

Fair date. I will keep you all apprised of what the protocols are for Fair and events as we get closer. We will be opening the fairgrounds and buildings for rental beginning May 1<sup>st</sup> and will post COVID Requirements in each building. So even though we do not need to do COVID Plans, we do need to make sure our guests understand the requirements under our current tiers, such as occupancy, sanitation, face coverings, etc.

- g. We had our first Flea Market of the year, although attendance of vendors was low, we still had a good turn out from the public; we made over \$400 which is less than we expected, but now that we are opening back up this will increase. Our next Flea Market will be June 12<sup>th</sup> since Bigfoot BBQ is in May. We will have a surplus of items to sell, since the estate of Sandy Bechtold has donated items, I am going to look at these with Sharon next week and we will use Karen Leadbetter to help us price everything as she has been a great resource making sure we are getting the proper value for our items.
- h. Currently we have sold \$1645 in Money Tree Raffle Tickets and \$1460 in Tractor Raffle Tickets.
  - 1. \$18,000 worth of tickets out.
- i. Ex Hall Roof repairs, because we are a County owned property, I contacted Paul with Mast Roofing to confirm if he needs to pay prevailing wage for this job, if so, it may make it unaffordable to do within our budget, I did budget \$30,000 for these repairs. I have done some research on snow coat and we could do the minor repairs to the skylights and roof and then spray a snow coat to seal the leaks. This would be a temporary fix until we could get funds through a state allocation such as SB5, which is available to apply for again in 2024. I will continue to research other grant programs to get this repaired if the current plan with Mast falls through.
- j. The Quilt Guild will be having their Quilt Show this year but will require more help from Volunteers and the Fair Staff, due to the reduction in Quilt Membership. They have cancelled their Quilt Auction, which in the past was held on Saturday afternoon of Fair, they do have a few quilts available to auction so we will add them to the end of the Pie, Cake & Craft Auction on Thursday.
- k. Premium Book is almost ready to go to the printer, I am finishing up some final proof updates. It was delayed a couple days because at one point I lost everything and had to call the Adobe company, all they could see was some picture ads that were linked from an outside computer were corrupted with some type of virus, which even at one point was affecting Sue and Christina's systems. I was able to back track by printing one page at a time, then when I came upon a page that was corrupted, I checked the links, if they were not linked to my computer drive then I deleted them and recreated the picture or advertisement from my computer, this fixed the problem and also eliminated a backdoor into our system from whoever had those links on their computer.
- l. Horse Barns, so we toured the barns and at this time I would like to ask Christina Merritt her recommendations, then discuss Director's recommendations, as the conditions of the barns need immediate attention.

## 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. Sandy will be replacing Noah.
  - 2. 2 recommendations for next month's agenda.
    - 1. Transportation and Slaughter
    - 2. Kolson Kolter Scholarship
      - a. Helping the new FFA and 4-H kids get started.
  - 3. Next Meeting May 11<sup>th</sup>, 2021 at Lowden Park at 6 pm.

## 10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys

- b. **COVID COMMITTEE:** Wallace Brinkley (Chairman), Chuck Sauer, Carrie Bayley, Jennilea Brookins, Christina Merritt, Krista Hymas
- c. **GRANTS & FUNDRAISING COMMITTEE:** Director Eggleston (Chairman), Carrie Bayley, Christina Wine, Karen Leadbetter
- d. **PREMIUM BOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Karen Leadbetter, Jennilea Brookins, Christina Merritt
- e. **100 YEAR ANNIVERSARY COMMITTEE:** Wallace Brinkley (Chairman), Carrie Bayley, Chuck Sauer, Donny Case
  - a. Donny has 2 16ft deck trailers
  - b. 8 sheets of Plywood.
  - c. 4-H Office has lots of pictures.
  - d. TV Slideshow Pictures on Floats?

11. **VOLUNTEER COMMITTEE:** Donny Case (**Chairman**), Adrien Keys, Justin Bailey

12. **CORRESPONDENCE:**

- a. 2021 JLC Roster
- b. Beyond the Blueprint for a Safer Economy
- c. CDPH Guidance Entertainment Venues Covid-19 Transmission Prevention
- d. CDPH Guidance Gatherings Covid-19 Transmission Prevention
- e. F2021-03 Guidance Update

13. **NEW BUSINESS**

- a. APPROVE Bigfoot BBQ Recommendation
- b. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<b>RENTAL AGREEMENT</b> RA21-02e Trinity County Public Health	<b>STANDARD AGREEMENT</b> SA21-10 Brass Ring Amusements
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14. **ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**

15. **RECONVENE TO REGULAR MEETING SESSION/REPORT OUT**

**DIRECTORS' REPORTS**

*Adam*

*Chuck "Darryl has the book and is doing a fantastic job!!"*

*Michael*

*Sharon*

*Wallace*

*Adrien*

*Justin*

*Donny*

*Dennis*

16. **ADJOURNED**

Adjourned by Director Rourke at 7:00 pm

**Submitted By:**

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*Carrie Bayley, CEO*

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*Dennis Rourke, TCFA President*