

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

Trinity County Fair  
BOARD ROOM – 6000 Hwy 3 (DIRECTORS ONLY)

**Conference Call Info:**

**1-717-275-8940**

**Access Code: 7253247**

Hayfork, CA 96041

**Thursday, August 20, 2020**

**6:30pm – 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 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 6:29pm

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

Directors Sauer, Eggleston, Scott, Miller, and Rourke were present in person. Director Dummer and Director Hickman joined via conference call. Director Keys was absent due to another meeting he had to attend. Director Brinkley was absent due to a family emergency. Director Scott moves to approve Directors Brinkley and Keys absence. Director Eggleston seconds the motion. Motion carries unanimously.

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

Guest present in person: None Staff present in person: Sue Erenberger, Carrie Bayley, and Katie Brown. Guests present via conference line: Bob Taylor, Laura Taylor.

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

None

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

APPROVE August 20, 2020 AGENDA and the July 16, 2020 MEETING MINUTES

Director Miller moves to approve the August 20, 2020 agenda and the July 16, 2020 minutes with following changes.

Pg. 2 needs to say Shelby Thomas.

Pg. 5 at bottom needs to say motion carries unanimously

Pursuant needs to be spelled correctly.

Director Eggleston seconds the motions. Motion carries unanimously.

### **6. APPROVE JULY 2020 FINANCIAL REPORTS**

Director Scott moves to approve the July 2020 financial reports. Director Sauer seconds the motion.

Discussion:

Next month we will have a line item for Covid-19 expenses, and we will be applying for funding to reimburse us for those expenses.

Motion carries unanimously.

### **7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR JUNE 2020**

Director Miller asked why there are so many employees showing vacation/sick leave on the report. Sue Erenberger explained that the employees have to stay on the report for an entire calendar year before they can be removed from the report.

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

- We did the \$2000 Shopping Spree Drawing at Jr Livestock Auction. The winner was Eric Huff. We had sold approximately 120 raffle tickets.
- We are working with Steelhead Constructors on bid for repair and/or resurface of the parking lot, to submit for CDBG COVID Funding Grant. We are also getting a bid from Eagle Rock and one other company.
- Loss of Revenue Insurance: We submitted our request for \$50,000 for cancellation of Fair but we were only approved for \$10,628.28 due to the pool being hit hard will almost all Fairs cancelling in California. The good news is we only paid \$1,000 for the insurance so we are still getting more than we paid in.
- We are getting another bid for an Agreement (MOU) for Electrical Repairs and Emergency Response on fairgrounds. We will get bids from Trinidad Electric and B Sharp Electric. We have some safety issues that we need to fix first. Part of the MOU will include training our staff to be able to do some of the simpler work themselves.
- We have submitted 3 COVID Plans to Health Department for BFBBQ Drive Thru Competition, Tailgate Concert, and Destruction Derby. There is also a Raceway Re-Opening COVID Plan submitted by the raceway. We sent these in before the board meeting so we could move forward asap. We did find out today that none of our proposals were approved. The Raceway has not heard back on their proposal. Bigfoot BBQ is cancelled. The reason the drive-thru concert was not approved is because the county said it was tried in

Southern CA and people did not stay in their cars. They got out and danced and that is not safe during COVID-19.

Hayfork Cannabis Co. is in the process of being approved for a drive-in movie. Dana has received tentative approval.

- We are down to a skeleton crew in maintenance now. We laid off all but 4 maintenance crew. The high school students returned to school August 19<sup>th</sup> and they did a great job with us here this summer.
- Christina started in the office with the State Subsidized Employment Program, taking care of U-Haul and receptionist duties in the office. Our U-Haul Commission went up almost \$1000 from last month to just under \$2700. We are now set-up for 24/7 drop off and pick up.
- Our Aging report is looking a lot better, once we get the past 3 years cleaned up, I will report on it quarterly.
- We will be starting the maintenance fence project this month as soon as the weather cools down a little. We are going to have David Stoddard dig the holes with his equipment.
- There are currently two bills before congress to help Fairs, one is for 500 million, and one is for 5 billion. Included in your board packets was a sample letter that you can mail to your representative in support. Representatives at the state and federal level are also working to get Fair Funding into the next COVID Relief Package. The California Farm Bureau is in support of funding in the next Federal Relief Package for fairgrounds. We also put the sample letter on Facebook so that anyone can mail one in.
- There is unemployment reimbursement compensation thru CFSA and EDD, which we will find out how much we qualify for. The EDD compensation is automatic. The money through CFSA may require an application. This money will really help us since we do tend to have to pay quite a bit out in unemployment when we lay employees off.
- The Watershed is looking for space to park a Storage Container and equipment that they would have access to during their crew season. We sent their board a proposal for both inside and outside space. They sold their property on Tule Creek to Doug and Tom Evans so they will need to move their equipment from that site soon.
- Carrie talked to CAO Dr. Kuhns and he said they can waive the permit fee for drilling the well, with the Board of Supervisor' approval. Once Carrie submits the permit, they will take it to the board for approval. It will be great if the fairgrounds get a well. We pay out a lot in water.
- Trinity County Fair is the Hayfork Chamber of Commerce Featured Business for September.
- We will need to reestablish the Ad Hoc Committees for Premium Book Committee & Volunteer Committee. Carrie would like to add a 100 Year Anniversary Committee (marketing and target funding), and 2022 County Contract Committee at our January Board Meeting. Please everyone, start thinking about what committee you feel fits your strengths.
- AB1499 Funds: CDFA is working on getting those funds to us early. It will be a partial distribution before the end of 2020 and then another distribution in Jan/Feb of 2021. 2022 funding will be based on 2020s revenue which will be considerably lower due to Covid 19. The larger fairs were not happy that the smaller fairs, like ours received such large amounts of money due to the fact that we are willing to pay overtime. CDFA is revamping that rule and will allow the larger fairs to get more funding whether they pay overtime or not. We may receive substantially less funding than we did this year.
- Our next Flea Market is scheduled for September 19<sup>th</sup>. We have been averaging \$800-\$1000 in profit with the combination of booth rentals and yard sale items being sold.
- Since we cannot have the Bigfoot BBQ, Carrie is already starting to look ahead at Holiday fundraisers, a potential Christmas Tree Festival, Drive-thru Holiday Light Display, Christmas Tree Decorating Contest, Gingerbread Decorating Contest (kids & adults), Raffles (donation of rabbits and turkeys from JLA, was for BFBBQ but Kenny went ahead and gave them to us for a raffle). Karen Leadbetter met with Carrie to go over some ideas. Carrie has done remarkably successful Christmas Tree Raffles in the past at other venues.

- The Rotary is working on a Drive Inn Movie in our Parking Lot. This would be a fundraiser for Rotary and Fair.
- We received a proposal for an On-Site Mattress Collections Site, but the agreement does not look like a project we want on the fairgrounds at this point. We would only be paid \$2.75 a mattress; our employees would have to manage the drop-offs and if people abandoned mattresses that are not accepted, we would end up paying for them to be taken to the dump. It would be a lot of work and risk with little profit.
- On the WFA Zoom meeting yesterday, they said that currently 18 fairgrounds in California have been activated for fire evacuation and/or fire camps. Fairgrounds are almost always an Office of Emergency Services, so fairgrounds are extremely important.

## 9. STANDING COMMITTEES

- EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair  
Nothing to report
- FINANCE COMMITTEE:** Dana Scott (Chairman), Wallace Brinkley  
Nothing to report
- NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer  
Nothing to report
- JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley

Laura Taylor: I would personally like to thank the entire board and office staff for all the work that they put into the Junior Livestock Auction. We made \$574,000.00 which is a 30% increase over last year which was also a record-breaking year. We were successful in having both the live and virtual auction although just having a live auction is much less complicated. It has now been 19 days since the auction and we have no new reported Covid cases traced back to the Junior Livestock show and sale. We submitted a thank you to the buyers in the Trinity Journal. I am writing a thank you to Lance Graham for building the auction stage for us. Tim Gomes stated that it was perfect.

The slaughterhouse portion of JLA is complete now.

Our next Junior Livestock Committee meeting will be September 8<sup>th</sup> at 6 pm in Lowden Park.

Director Rourke asked if we have had the names of the buyers in the Trinity Journal article in the past? This year it did not list the buyer's names. Laura does not believe the information was available quickly enough to get that into the article. Carrie said that next year she can make sure that the buyer's names are available to the Trinity Journal in time.

Director Miller mentioned that the Buyers books that were published by the Trinity Journal had the word Independent misspelled again this year. She stated that over the years they have made many spelling errors in the Buyer's book and this needs to be corrected by next year.

Director Miller questioned why the TV in the JLA area was not working. Carrie stated that there were some internet difficulties. Jeremiah Colorado, from Com-Pair tried to hook it up but was unsuccessful. Our priority was getting the online auction working so we were not able to put the time into getting the TV going. We will figure this out for next year.

## 10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
Carrie met with Director Eggleston and Director Keys to make the necessary changes to the Policy Manual and Bylaws so that they do not have any conflicting information.
- b. **COVID COMMITTEE:** Wallace Brinkley (Chairman), Dana Scott, Chuck Sauer, Carrie Bayley, Jennilea Brookins, Christina Merritt, Laura Taylor  
Nothing to report.

## 11. CORRESPONDENCE:

- a. COMMUNICABLE OR INFECTIOUS DISEASE OA GUIDANCE JUNE 2020
- b. EXECUTIVE ORDER N-29-20  
This is regarding the Brown Act that allows us to have our virtual board meeting and have a quorum with Board members over the teleconference during a natural emergency like Covid-19.
- c. FAIRGROUND PANDEMIC SHELTER GUIDELINE COMMUNICATION
- d. RACEWAY COVID OPENING PROPOSAL
- e. RACEWAY DONATION REQUEST
- f. NOTICE OF COMMITTEE MEETING
- g. CALIFORNIA FAIR SERVICES AUTHORITY PDF
- h. TCFA BY LAWS
- i. TCFA POLICY MANUAL
- j. BIGFOOT BBQ COVID PLANS- DRIVE THRU, TAILGATE CONCERT & DESTRUCTION DERBY
- k. 100 YEAR LOGO CONTEST

## 12.

### NEW BUSINESS

- a. APPROVE MOUNTAIN VALLEY RACEWAY RACE WITH SPECTATORS OPENING COVID PROPOSAL  
Director Scott motions to approve the proposal for Mountain Valley Raceway race with spectators opening Covid proposal to be submitted to the county for approval. Director Eggleston seconds the motion. Motion carries unanimously.
- b. APPROVE WELL PERMIT FOR FAIRGROUNDS  
Director Eggleston motions to approve applying for a well permit for the fairgrounds. Director Scott seconds the motion.  
Director Rourke stated that there is never a guarantee that they will hit water but we do not have to pay for the drilling of the well and we will have the fee for the permit waived so at this point we have nothing to lose.  
Motion carries unanimously.
- c. APPROVE DONATION REQUEST FOR SEPTEMBER 12<sup>TH</sup> FIREWORKS DONATION  
The Raceway has asked the board to donate \$1,800.00 towards the fireworks show that they will be hosting on September 12, 2020. The shows usually cost around \$8,000.00. The CEO supports the fairgrounds donating the funds, as this is something for the community and the community has already lost so much this year. Director Scott motions to approve the \$1,800.00 donation request for the September 12<sup>th</sup> Fireworks show. Director Eggleston seconds. Motion carries unanimously.
- d. APPROVE REVISED TCFA BY-LAWS AND POLICY MANUAL  
Director Scott has a few small clerical changes that she can share with Carrie.  
Director Rourke questioned the Policy regarding employees having to use their sick leave to attend jury duty. He does not feel that this is right, and he thinks it may have been addressed in the past and then forgotten about.  
Carrie will look through the old board meeting minutes to see if she can find any information on this.

Director Scott motions to table the approval of the Policy and Bylaws until this can be resolved.  
 Director Miller seconds the motion. Motion carries unanimously.

- e. APPROVE BIGFOOT BBQ COVID PLAN, DRIVE THRU, CONCERT & DERBY

Not needed- County did not approve plans

- f. 100 YEAR LOGO CONTEST FORM

Director Miller would like there to be rules for the contest entry, including that they are a past or present resident of Trinity County. She would also like to see a limit to the number of entries each person can submit. Perhaps a limit of 3 per person? The prize also needs to be changed to \$400 because Director Miller donated \$100 and Director Scott also donated \$100 to add to the \$200 we already had.

Director Miller motions to accept the logo contest form with the added contest rules. Director Eggleston seconds. Motion carries unanimously.

- g. ACCOUNTS RECEIVABLE WRITE-OFFS

1. Jim Tharpe Horse Stall Rentals \$2100
2. Sunshine Gardens Premium Book Ad \$75 - Sold Business
3. Growing Wild \$2200 Free Parking Sponsorship (2018)
4. Dave & Martha Hutchinson \$50 Premium (2019)
5. Trinity FFA \$125 Buckle Premium (2019)
6. Pat & Linda McCaslin \$100 Premium (2019)

Director Miller motions to write off the above listed accounts receivable. Director Scott seconds the motion. Motion carries unanimously.

- h. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

STORAGE AGREEMENTS	STANDARD AGREEMENTS
RENTAL AGREEMENT	SA20-09 EVELYN HANES HAYFORK CLEANING & LABOR SERVICES
RA20-20a PG&E LICENSE AGREEMENT	SA20-10A DR. THOMAS NICKERSON-TRINITY ANIMAL HOSPITAL
	SA20-10B JAKE PARNELL
	SA20-11 MARK ZEIGER-SISKIYOU DISTRIBUTING

**13. ADJOURNED FOR CLOSED SESSION – PURSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**

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

**DIRECTORS' REPORTS**

**Billie:** *The sign on the steer barn belongs on the large animal barn. The Rourke Family sign wasn't in a good spot. The program for the buyers had spelling errors that need to be corrected before next year. I was not happy with the fact that I was replaced as the announcer for the weigh-ins. I was not told in advance and I see no reason for me to be replaced. I have been doing this for the past 15 years.*

**Adam:** *Thanks to everyone involved in JLA. Who orders the buckles? The exhibitors would like to see some variety next year instead of them all being the same.*

**Chuck:** *I am sad that the Bigfoot BBQ is going away. I will tell Sunday that the fireworks are on!*

**Carol:** *It is smoky here in Cottonwood. The fire is only 10 miles away.*

**Sharon:** *Sandy Bechtold is sick and there is a Go Fund Me page raising money for her to get an ambulance transport down to Davis. She has cancer. If you can share the Go Fund Me or donate that would be nice.*

**Dennis:** *Thanks to everyone involved with the Junior Livestock Auction. The sale went on without a hitch. A special thank you to Jennilea and Christina Merritt.*

**Wallace:** *ABSENT*

**Adrien:** *ABSENT*

**Dana:** *Junior Livestock Auction went off without a hitch. I respect Billie for her honesty. It isn't always easy to speak up when you feel a certain way. I am honored to be a part of this board.*

**15. ADJOURNED**

Adjourned by Director Rourke at 8:15 pm

**Submitted By:**

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**Carrie Bayley, CEO**

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**Dennis Rourke, TCFA President**