

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

Trinity County Fair  
TRINITY COUNTY FAIRGROUNDS  
6000 HWY 3, HAYFORK, CA 96041

**Zoom Link Info:**

Meeting ID: 838 6216 5736  
Passcode: 563223  
Dial In: 1-669-444-9171

**SEPTEMBER 21<sup>ST</sup>, 2023**  
**6:30 PM – Open Session**

**Board of Directors**

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 <sup>nd</sup> District
Marjie Watkins, Director, 1 <sup>st</sup> District	Adam Dummer, Director, 4 <sup>th</sup> District
Adrien Keys, Director, 3 <sup>rd</sup> District	Jenny Millsap, Director, 5 <sup>th</sup> 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 \_\_\_\_\_ at \_\_\_\_\_pm

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

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Rollcall:       Watkins\_\_\_\_, Thompson\_\_\_\_, Dummer\_\_\_\_, Sauer\_\_\_\_, Kephart\_\_\_\_  
                  Rourke\_\_\_\_, Keys\_\_\_\_, Case\_\_\_\_, Millsap\_\_\_\_

**3. INTRODUCTION OF GUESTS / STAFF**

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

**5. CONSENT AGENDA & MINUTES**

a. APPROVE SEPTEMBER 21<sup>ST</sup>, 2023 AGENDA and the AUGUST 17<sup>TH</sup>, 2023 MEETING MINUTES

**6. APPROVE JULY & AUGUST 2023 FINANCIAL REPORTS**

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

**8. CEO’S REPORT**

**9. STANDING COMMITTEES**

- a. **EXECUTIVE COMMITTEE:** Director Dennis Rourke (Chairman), Director Michael Thompson, Director Marjie Watkins (Finance Committee Chair), Carrie Bayley
- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson, Sue Erenberger, 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
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine

**10. AD HOC COMMITTEES**

- a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Carrie Bayley, Christina Wine
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Carrie Bayley, Christina Wine, Teresa Miller
- c. **EXHIBITOR’S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt, Krista Hymas
- d. **VOLUNTEER COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Carrie Bayley, Teresa Miller, Christina Wine
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Chuck Sauer, Director Adrien Keys, Carrie Bayley, Christina Wine
- f. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Laurel Dummer, Jud Frietas, Carrie Bayley, Christina Wine
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Director Jenny Millsap, Shelby Proud, Carrie Bayley

**11. CORRESPONDENCE:**

- a. Postcard from Shawn Eric – Magician
- b. Policy Manual Safety Revision IIPP
- c. TCFA IIPP
- d. Thank You Letter from Mia Miller
- e. Request for Wavier of County Fees
- f. 2023 Fall Fundraising Event Calendar
- g. 2023 Top Buyer Award
- h. Bigfoot Motorsports

- i. Bingo Flyer
- j. Halloween Enduro Flyer
- k. TCFA Fall Events

## 12. NEW BUSINESS

- a. Approve JLC Recommendation to have all Independent Exhibitors designate/Letter of Intent by December 1<sup>st</sup>.
- b. Approve JLC Recommendation to get Grand and Reserve banners for Market Animals, age-appropriate 1<sup>st</sup> and 2<sup>nd</sup> in Showmanship and small and large Round Robin that the kids will be able to take home. It will be paid for through sponsorship. The committee will look into something for Novice if we have some.
- c. Approve 2023 Jr. Livestock Fair Fees
- d. Approve TCFA Injury and Illness Prevention Program (IIPP)
- e. Approve Policy Manual Safety Revision to include IIPP
- f. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<b>RENTAL AGREEMENTS</b> RA23-14e Trinity Health & Human Services Flu Pod RA23-15e Arts for Art Sake RA23-16e Rotary Calcutta RA23-17e Log Cabin Quilters' Guild Retreat RA23-18e Hmong New Year  <b>ANNUAL AGREEMENT</b> RA23-15a Richard Stone	<b>STANDARD AGREEMENTS</b> SA23-22 Steve Amore SA23-23 Mountain Communities Healthcare District Foundation SA23-24 Hayfork Volunteer Fire Department  <b>HARVEST FESTIVAL CONCESSION AGREEMENT</b> HFCON23-03 Berry's Mountain Grub HFCON23-04 Let's Roll HFCON23-05 Roderick Senior Center
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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

## DIRECTORS' REPORTS

## 15. ADJOURNED

Adjourned by \_\_\_\_\_ at \_\_\_\_\_ pm

Submitted By:

\_\_\_\_\_  
*Carrie Bayley, CEO*

\_\_\_\_\_  
*Dennis Rourke, TCFA President*