

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

Trinity County Fair  
BOARDROOM – 6000 Hwy 3  
Hayfork, CA 96041  
**Thursday, June 18, 2020**  
**6:00pm – 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 6:05pm

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

Directors Brinkley, Sauer, Eggleston, Scott, Hickman, and Rourke were present in person. Director Miller, Director Keys and Director Dummer joined via conference call.

**3. INTRODUCTION OF GUESTS / STAFF**

Guests present via conference call, Jenni Brookins, Tony Reed, Jennifer Schrock, Christina Merrit, Laura Taylor, Bob Taylor. Staff Present in person, Carrie Bayley, Katie Brown

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

No comments

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

APPROVE JUNE 18, 2020 AGENDA and the MAY 21, 2020 MEETING MINUTES:

Director Miller moved to approve the June 18, 2020 agenda and the May 21, 2020 minutes, seconded by Director Eggleston, motion passed unanimously.

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

Director Scott moved to approve the May 2020 financial report, seconded by Director Brinkley, motion passed unanimously.

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

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

- Harry the owner of the Midway of Fun Carnival, contacted me last week and sent this email:  
“Good morning, with all that is going on, we will not be able to participate in the Trinity County Fair this year. All the other CA fairs we have, are canceled per Governor Newsom. We cannot only participate in just one Fair. Hopefully, we will be welcome in 2021”  
We will discuss this further on the agenda.
- Shasta District Fair is canceled. They are currently planning their Jr. Livestock Show and Sale. I will be going down on Thursday 25th – Sunday 28th to help BJ wherever he needs me.  
Several other fairs have also canceled since we sent out the canceled fairs list. Lassen County, Santa Clara County, Plumas Sierra County and San Benito County are among those canceled.
- COVID Test Site: Trinity County Health and Human Services, and its partners Verily Life Sciences have done 2 days of drive-thru testing at the Fairgrounds parking lot. They plan on having at least one more in July. They had at least 22 scheduled to test and approximately 30 showed up. They are doing the test in Willowcreek today.
- Update on the Ivan Book Sales: We have sold 8 books; Tammy's Book Store/Amazon has sold \$300; Gay Berrien has sold \$560.
- We hired three high school students in the Maintenance Dept. They work four hours a day, five days a week. They all just got their first paycheck and are doing a great job.
- Flea Market June 6<sup>th</sup> & 7<sup>th</sup>: We sold just under \$1000 worth of stuff. We still have a lot more to sell. Our next Flea Market will be July 11, 2020 Saturday from 10-4. We are not doing Sunday this time. It was slow last time. We will also have one August 8<sup>th</sup>. If they continue to do well, we may move them inside and continue them the 2<sup>nd</sup> Saturday of the month. We will not have one in September due to Bigfoot BBQ.
- Jim sold some of the old batteries. The recycling company comes here and picks them up. They will be coming again to get more. We still have a lot of tire cores that we need to get rid of. We will check with Hayfork Tire and see if they have any value.
- I will be taking the metal shelving to North State Recycling. They will pay us based on the type of metal and weight.
- We are gradually getting the barn stalls cleared out, along with the Bone Yard
- Jim put a lock on the horse arena lights. We charge per hour to use the lights and I will check on the

amount we are being charged. We may have to increase the fee to cover our costs.

- We received a \$6000 grant from the Humboldt Area Foundation to repair and resurface the skating rink floor and seal the commercial building roof. I had applied for that grant in January. Our cost to do this work should be approximately \$5,700.00. Our maintenance crew will do the labor. We will use a hot seal on the skating rink floor that is designed to handle hot tires. It will hold up well with the skates used on it.
- Shasta Well Drilling: They have offered to donate the drilling of a well up to 200'. Gavin Colbert, the owner gave me the Trinity County Environmental Health Well Permit Application so I will submit that once they agree that the location works for their equipment. I left them a message on Wednesday. They said the best time to drill the well would be in September or October. Any Directors that are interested in learning more about this process can contact Carrie to be involved. We would be able to use the water source for the racetrack, irrigation and possibly sell potable water in the future. Shasta Well Drilling wants us to publicly acknowledge their donation through the Trinity Journal.
- Jr Livestock Meeting: Carrie missed the last meeting due to illness. The next meeting is Tuesday, June 23<sup>rd</sup>. She will attend this one.
- Maintenance Fence: The maintenance fence blew down. We will get a quote on a secure fence that will keep the public out of the maintenance area because of the dangerous equipment and materials that are stored in there. A cyclone fence with the privacy slats would be nice.
- Information from the Zoom Meetings:
  - Junior Livestock Auction Update: Even if we get approval to have a live Junior Livestock Show through the county, the state can still shut it down even the day before the event.
  - The Governor has responded to the many letters sent in requesting funding assistance for fairs. He has put back the AB1499 money back into the 2021 budget. This is approximately \$40 million dollars and will make a huge difference.
  - The CFSA Risk Pool insurance that we pay into has decided to give us a \$6,500 credit so we will not have those payments to make over the next few months. We will not incur any fees until we have absorbed that credit, beginning in July or August.

## 9. STANDING COMMITTEES

- A. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair  
Nothing to report
- B. **FINANCE COMMITTEE:** Wallace Brinkley (Chairman), Dana Hauser Scott  
Nothing to report
- C. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer  
Nothing to report
- D. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley  
The committee met June 12<sup>th</sup>. They are working on changes to the Show and Sale this year due to Covid-19. There will be no buyers luncheon this year. As an alternative, the Clampers may do sandwiches with a sealed macaroni salad. The Clampers have received County permission to do these lunches in other situations.  
The next meeting is July 14<sup>th</sup> at the Cookhouse in Weaverville.

## 10. AD HOC COMMITTEES

- a. **RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Carrie Bayley, Adrien Keys and Justin Mulner  
This committee is abandoned so it will be removed from the next agenda.
- b. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
They will have a report next time. Nothing to report this month.
- c. **COVID COMMITTEE:** Dana Hauser Scott (Chair), Carrie Bayley, Wallace Brinkley, Jennilea Brookins, Chuck Sauer, Laura Taylor, Christina Merritt  
The committee has put together a cost estimate of what the Fair would cost if we were able to have it with the Covid-19 requirements. We have a plan to submit to the county if we do decide to go forward with the fair. Logistics would be difficult. We would have to have a lot of security.  
The Fairgrounds are able to have RV tenants now. We are required to wear masks in the office, and we must take our employees temperatures daily.

## 11. CORRESPONDENCE:

- A. HUMBOLDT AREA FOUNDATION GRANT
  - Already Discussed
- B. 2020 BIENNIAL NOTICE FOR CONFLICT OF INTEREST CODES
  - Information Only
- C. TCFA COVID-19 SPECIAL FAIR PLAN
  - We created a plan using the example used by the State Fair. We narrowed down the specifics to better fit our fair. The committee has put together a cost estimate of what the Fair would cost if we were able to have it with the Covid-19 requirements. We have our plan ready to submit to the county if we do decide to go forward with the fair. Logistics would be very difficult. We would have to have a lot of security for everyone going in and out, especially over at the north campground. There would be extensive sterilizing of surfaces every hour. We would have to count the number of people coming in and take each person's temperature as they came through the gate. The buildings would have to be fumigated every night. Arrows would have to be placed on all walkways and we would have to enforce the six-foot distancing everywhere. We will have to have extra hand washing stations. Only 4 people could go into the restroom at one time. We would have to double the porta potty rentals from last year.
- D. TCFA FLEA MARKET COVID-19 PLAN
  - We have a plan to submit to the county for our next flea market. We are required to have signage at every table. The vendors will all have to sign COVID-19 waivers. All the vendors must stay 20 feet apart and we have to have the Flea Market outside. Face masks must be worn by staff and available for customers.
- E. COVID PLAN EXPENSE ESTIMATE
  - Already discussed
- F. TRINITY HORSES & LONG EARS REOPENING PROPOSAL
  - We will submit a plan to the county that will allow Gymkhana to take place without spectators. The Trail challenges are not happening right now.
- G. TCFA CEO EVALUATION FORM
  - Directors all received a form to fill out prior to the meeting. There will be a closed session at the end of the meeting to conduct the CEO performance review.

12.

**NEW BUSINESS**

A. APPROVE COVID-19 FAIR PLAN FOR SUBMITTAL TO THE TC HEALTH DEPARTMENT AND/OR APPROVE MOVING FORWARD OR CANCELLING 2020 FAIR

- Director Rourke requests that the CEO give her recommendation as to whether or not we cancel the fair this year.
  - Carrie states that with an increased cost of \$32,000 or more and a possibility of 50% less attendees the fairgrounds would lose a lot of money on the fair this year. She believes that it is not a loss that the TCFA can afford. We have already lost the carnival. We may be able to get Johnston's Carnival but that is up in the air.  
If we do cancel fair, we can build Bigfoot BBQ into more of a Fall Festival if the Covid-19 restrictions lift.
  - Director Brinkley motions to cancel the 2020 Trinity County Fair. Director Scott seconds the motion.
  - **Discussion:**
    - Director Sauer asked if the Cottonwood Rodeo faced any negative consequences with going forward without county permission.
    - Carrie said they are in a different position because that all took place on private property.
    - Director Dummer states he would love to see the fair move forward, but he understands that we may not be able to because of the cost.
    - Director Keys wants to clarify that by canceling the fair, we are not canceling the Junior Livestock Auction.
    - Director Eggleston would like to see if we are able to have exhibits at the Bigfoot BBQ in September if we have to cancel the fair.
    - Carrie states that the Quilters Guild has already expressed interest in an exhibit at Bigfoot BBQ.
  - **Votes to cancel the 2020 Trinity County Fair were as follows:**
    - Ayes:** Director Rourke, Director Eggleston, Director Scott, Director Brinkley, Director Sauer, Director Dummer, Director Keys, Director Hickman, Director Miller
    - Nays:** None
- Motion Passed Unanimously

B. RECOMMENDATION BY JUNIOR LIVESTOCK COMMITTEE TO MOVE FORWARD WITH THE JUNIOR LIVESTOCK SHOW AND AUCTION REGARDLESS OF WHETHER FAIR IS CANCELLED

- Laura Taylor asked that Carrie submit the JLA Covid-19 plan to the County.
  - Jessica Ford called in earlier in the day on 6/18 to state that she wanted to support having a live Junior Livestock Auction if at all possible because she feels the children will not make enough money on a virtual auction.
  - Director Rourke asked what the backup plan will be if the livestock auction is canceled 12-24 hours before the live show and sale.
  - Jenni Brookins states that they are also going to be prepared to have a virtual auction if necessary. Showworks offers a virtual auction as well as a live auction for an additional fee. They are sending out invitations to all the buyers and asking that they RSVP to see if they are willing to attend a live auction.
  - Carrie volunteers to contact the top ten buyers by telephone to get their opinions on a live auction versus a virtual auction.
  - Director Rourke adds that the top buyers may be willing to make sure that the children all sell their animals and that the sale is profitable. He suggests that the top buyers be invited to the next JLA committee meeting.
  - Director Miller motions to move forward with the live junior livestock show and auction with a backup plan. Director Eggleston seconds the motion.
- Motion passed unanimously.

C. STATUS OF JULY BUILDING RENTALS

- Director Brinkley motions to follow the guidance of the Public Health Department regarding building rentals. If the County approves them then we will move forward with them. Director Scott seconds the motion. Motion passed unanimously.

D. APPROVE COVID PLANS FOR FLEA MARKET, JUNIOR LIVESTOCK AUCTION, RACEWAY & GYMKHANA TO BE SUBMITTED TO TC HEALTH DEPARTMENT

- Director Sauer motions to approve the Covid plans for the flea market, junior livestock auction, the raceway, and the Gymkhana so they can be submitted to the health department. Director Keys seconds the motion. Motion passed unanimously

E. APPROVE EXPANDING 2021 CENTENNIAL FAIR TO 4 DAYS, WEDNESDAY PREVIEW, THURSDAY, FRIDAY, SATURDAY AND SUNDAY

- Director Keys motions to approve expanding 2021 Centennial Fair to four days. Director Scott seconds the motion.
- Discussion
  - Director Miller feels that it is too far out to plan for the 2021 fair.
  - Director Brinkley notes that we used to have a four-day fair years ago.
  - Motion Carries Unanimously to approve expanding the 2021 Centennial Fair for four days.

F. APPROVE FAIR DATES OF WEDNESDAY AUGUST 11 - SUNDAY AUGUST 15, 2021

- Director Miller feels that it is too far out to plan for the 2021 fair. She feels that it would be better to wait to see when the school children will be out.
- Carrie states that many fairgrounds are already picking their 2021 dates so that they can guarantee vendors and entertainment. We cannot wait until we are certain what timeframe the children will be out of school. If we are going to book entertainment that is not local, we have to book more than a year out. This is the date that the carnival is available.
- Director Miller motions to approve the fair dates of Wednesday August 11-Sunday August 15,2021. Director Dummer seconds the motion. Motion carries unanimously.

G. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

STORAGE AGREEMENTS	FAIR JUDGES
BIGFOOT BBQ	
STANDARD AGREEMENTS	
FAIR COMMERCIAL VENDORS	
FAIR ENTERTAINMENT	

**DIRECTORS' REPORTS**

**Billie:** *I got hell for making the motion last time about canceling and I made the motion this time.*

**Adam:** *The flea market had a decent turn out for its first time.*

**Chuck:** *I don't want to be the first board member at the Post Office tomorrow.*

**Carol:** *Nothing to report.*

**Sharon:** *Thank you to Carrie for posting the yard sale sign for a moving client of mine at the Flea Market.*

**Dennis:** *I have nothing, except thank you for everyone's cooperation.*

**Wallace:** *Thanks for everyone's support.*

**Adrien:** *Nothing to report.*

**Dana:** *Thank you to Carrie and the staff.*

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

Adjourned at 7:30 for closed session.

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

Reported out from closed session: personnel issues; CEO evaluation completed, voted to remove Carrie from probationary period approved unanimously.

**15. ADJOURNED**

Adjourned by Director Rourke at 8:18 pm

**Submitted By:**

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*Carrie Bayley, CEO*

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*Dennis Rourke, TCFA President*