

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

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 19, 2024  
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	Donny Case, Director
Adrien Keys, Director, 3 <sup>rd</sup> District	Terra Kephart, Director
Adam Dummer, Director, 4 <sup>th</sup> District	Krista Hymas, Director
Jenny Millsap, Director, 5 <sup>th</sup> District	

**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**

- a. 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.
- b. Called to order by **Dennis Rourke at 6:30pm.**

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

- a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Rollcall: Watkins **No**, Thompson **No**, Dummer **No**, Hymas **Yes**, Kephart **Yes**, Rourke **Yes**, Keys **Yes**, Case **Yes**, Millsap **Yes**

**Motion to excuse absences – Moved by Krista; Second by Jenny; Motion Carries Unanimous**

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

**3. CONSENT AGENDA & MINUTES**

- a. APPROVE AUGUST 22, 2024 MEETING MINUTES & SEPTEMBER 19, 2024 AGENDA

**Motion to approve the consent Agenda and Minutes – Moved by Krista; Seconded by Donny;  
Motion Carries Unanimous**

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

**5. CEO’S REPORT – See Notes Attached**

## 6. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Director Dennis Rourke (Chairman), Director Michael Thompson, Director Marjie Watkins (Finance Committee Chair), Carrie Bayley  
**Nothing to Report**
- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson, Sue Erenberger, Carrie Bayley  
**Money is low; County money is on the way; Aug & Sep Financials will be approved in Oct**
- c. **NOMINATING COMMITTEE:** Director Adam Dummer (Chairman), Director Marjie Watkins  
**Nothing to Report**
- d. **JR. LIVESTOCK COMMITTEE:** Director Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Director Michael Thompson, Director Marjie Watkins, Carrie Bayley  
**New Officers to be approved**
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Teresa Miller  
**13 cars participated in the BFBBQ Enduro**  
**Frozen t-shirt contest was a hit**  
**Sara won the car**
- f. **EQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Carrie Bayley, Teresa Miller  
**See Notes attached**

## 7. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Carrie Bayley  
**Policy updates in packet**
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Carrie Bayley, Teresa Miller  
**BFBBQ Bunco had a great turnout.**  
**Bingo was doing better in the past**  
**Move Bingo to Rhonda's?**
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Shelby Proud, Teresa Miller, Jennilea Brookins, Christina Merritt, Krista Hymas  
**Should be ready by the annual Meeting in January**  
**Still looking at which divisions should be moved to the Harvest Festival**
- d. **SPONSORSHIP & VOLUNTEER COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Carrie Bayley, Teresa Miller, Shelby Proud  
**Teresa asked the Board members to help with ideas of who to ask for donations for the Festival of Trees.**
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Chuck Sauer, Carrie Bayley, Teresa Miller  
**Well has brought in \$4000 so far. There is only one buyer. Sue asked that there be some tracking of how much water is being taken. There was a suggestion of a meter on the pump. There was also a suggestion that a log be kept where the water truck driver signs off on how much water was taken.**
- f. **RODEO COMMITTEE:** Director Michael Thompson (Chairman), Director Terra Kephart, Laurel Dummer, Jud Frietas, Krista Hymas, Jennilea Brookins, Carrie Bayley, Teresa Miller  
**Nothing to report**
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Director Jenny Millsap, Shelby Proud, Carrie Bayley  
**Nothing to report**

## 8. CORRESPONDENCE:

- a. TCFA Policy Manual Updates, Cover Page, Table of Contents, Page 8/9 Committees Policy Revision, Page 40/41 TCFA Records Retention Policy Addition
- b. NP Security Grant Program Vulnerability Assessment Worksheet
- c. Jr Livestock Committee Meeting Minutes, June 11, 2024
- d. September CEO Report

**9. NEW BUSINESS**

a. Approve Jr Livestock Committee Recommendation for 2024 – 2026 (2-year term) Jr Livestock Officers as follows:

- 1. Krista Hymas, Chairman
- 2. Jennilea Brookins, Vice-Chairman
- 3. Lynn Plew, Secretary
- 4. Marjie Watkins, Treasurer

**Motion to approve JLC recommended officers; Moved by Jenny; Seconded by Adrian;  
Motion Carries Unanimous**

b. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

**BIGFOOT BBQ:**

- |   |                                    |
|---|------------------------------------|
| 1. BBCOM24-07 – Wildwest Rodeo Gear                         | BBCON24-01 – Fiesta Fresh          |
| 2. BBCOM24-08 – LouLou Designer Fashions                    | BBCON24-02 – Westcoast Fire Coffee |
| 3. BBCOM24-09 – Chris Semer, School Board Candidate         | BBCON24-03 – Let’s Roll            |
| 4. BBCOM24-10 – Jennifer Barns, 8 <sup>th</sup> Grade Class |                                    |
| 5. BBCOM24-11 – Hayfork Lions Club, Bounce Houses           | BBEN24-01 – Wildwood roses         |
| 6. BBCOM24-12 – Measure M, Hayfork Parks                    | BBEN14-02 – Burn Scar Band         |
| 7. BBCOM24-13 – Log Cabin Quilters                          |                                    |
| 8. BBCOM24-14 – TCAA  |                                    |

**HARVEST FESTIVAL:**

- |                                |                                 |
|--------------------------------|---------------------------------|
| 1. HFJA24-01 – John Albright   | 8. HFJA24-08 – Amy Cicerello    |
| 2. HFJA24-02 – Naomi Goulette  | 9. HFJA25-09 – Zachery Sullivan |
| 3. HFJA24-03 – Naomi Goulette  | 10. HFJA24-10 – Carrie Frye     |
| 4. HFJA24-04 – Ray Eslick      | 11. HFJA24-11 – Grizz Biggs     |
| 5. HFJA14-05 – Terra Kephart   | 12. HFJA24-12 – Katelynn Ford   |
| 6. HFJA24-06 – Shawnee Westman | 13. HFJA24-13 – Anthony Rogers  |
| 7. HFJA24-07 – MaryKate Kelley | 14. HFJA24-14 – Charree Richey  |
|                                | 15. HFJA24-15 – Jacob Snyder    |

**INTERIM RENTAL:**

- 1. RA24-22e – Gary Carrigan Celebration of Life
- 2. RA24-23e – Dana Hauser, Candidates’ Night
- 3. RA24-24e – Diana Stewart, Calcutta
- 4. RA24-25e – Taylor Payne, Baby Shower
- 5. RA24-26e – TCOE, Indian Education Day
- 6. RA24-27e – Tommy Lor, Hmong New Year, Committee Meeting

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

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

**DIRECTORS’ REPORTS**

**13. ADJOURNED**

Adjourned by **Dennis Rourke at 7:30pm**

**Submitted By:**

*Carrie Bayley, CEO*

*Dennis Rourke, TCFA President*

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## CEO REPORT

### September

- Employee of the 2<sup>nd</sup> Quarter was Mike Byrd, who really stepped up over the past 6 months, he is one of the maintenance employees that has moved into a permanent position to help in overseeing maintenance. I didn't have him come to the Board Meeting due to commuting from Hyampom, but you can congratulate him at Bigfoot BBQ.
- CFA Board Recap from September 5<sup>th</sup>:
  - ~ Legislative update:
    - Congress is adjourned until December after elections.
    - AB1499 funds were included in the 2025 Budget @ \$100 million. SB1261 that had passed the senate and went to the assembly floor for approval, was held there due to Senator Alvarado-Gil, who sponsored the bill, changing parties from Democrat to Republican; the bill would have increased AB1499 funds from ¾% to 1%. It's unclear if another representative will sponsor a bill to increase this funding, but CFA & WFA are working with lobbyists to revive this funding increase.
    - AB2143 Code Clean-up passed by both houses.
    - As more fairs conclude reports continue to reflect attendance holding to last year's numbers, but revenues are much lower, due to less money being spent.
    - Managers Conference is November 5-8; there will be an update as to what is left to distribute in 2024 and should receive an estimate as to distribution in 2025.
    - CDFA is planning a symposium, focused more on DA Fairs, in November. CFA Board is working with CDFA to combine their symposium with the Manager's Conference, which may extend the conference by 1 day, but would eliminate two conferences within 30 days. I will not attend the symposium if it is not combined with the Manager's Conference, due to the financial obligation and current staffing at the fairgrounds.
- The FEMA Grant that we applied for in April is scheduled to be awarded this month. I had a tour of the Fairgrounds with Thomas Waltz, CIP Project Manager at the CCIC, to do an assessment of our security needs. I added his worksheet from the tour to the Board Correspondence for your review, he will submit a formal report that will go with the grant I'm submitting for up to \$250,000.
  - Discussion
    - Safety will be the focus. Creating an Emergency Action Plan
    - Since we can't "double dip", the second grant application will focus on lighting and contracted security
    - Grant writer is paid after the grant is awarded.
    - We will administer.
- Also attached to the Board Correspondence are copies of the Policy Manual updates, I will have copies that are hole-punched to update your Director's Manual at the Board Meeting.
- I have a call into Jason Wold regarding next year's Fair dates; he hasn't been available the last month. I am reaching out to the Fairs in our carnival loop, to see if there's any way we can move our date to the 3<sup>rd</sup> weekend, since the 2<sup>nd</sup> weekend is even closer to 4<sup>th</sup> of July than this year, if it works for Jason. I hope to have an update at the Board Meeting.
- Bob Taylor had questions regarding the 1% that goes to the Fair, from the Auction Sales, and how it is spent. I did not hear that part of the meeting as I was on zoom. I do not have time to back track those expenses, they are the same as in 2022 & 2023, with payroll and hard expenses increasing, and in the past were closer to 1.5%, but the Board approved the committee's recommendation of 1%. I had mentioned when this passed committee and the Fair Board these expenses would fluctuate but would

never fall below the past estimates. If this is something the committee and the Board would like to track going forward, it will need to start at the beginning of 2025. Krista did reach out and mention they were actually looking for a breakdown on the credit card expenses, which Sue has given the committee, going forward we will include Marjie on expenses relating to JLC. The two major expenses were shade cloth and corn lights for large animal barn.

- Discussion about Carcass Contest

Not all carcasses were judged. Larry missed some sheep and goats

Discussion as to whether the contest should continue.

Jenny suggested a “Born & Bred” Contest where animals born and bred in Trinity County participate. The intention is to encourage exhibitors to buy animals locally.

- The \$50,000 from the County has not been received, I emailed Suzie Hawkins, and she said they missed the last check run, but they are including it in the September 23<sup>rd</sup> run, so we will get that before the end of September.
- I will have the 2025 Budget for you to review next month, so we can get it to the BOS by November 1<sup>st</sup>.
- Due to Fair finances, we have decided to limit the days of the Haunted Homestead, Festival of Trees and Pancakes with Santa.
- Adam Garrison built an Enduro Car that is being raffled at Harvest Festival and Bigfoot BBQ event as a Fair Fundraiser. The winner can designate a driver or drive themselves in the Enduro Race Saturday night. Be sure to thank Adam if you see him.

## EQUESTRIAN NOTES FOR MEETING 9-19-24

Due to being out of the area and some medical issues during August unable to continue work on the arena panel edges.

Not sure of the future of equestrian activities. Trying to get support and commitments participate in activities for the Harvest fair were not positive. I only received one response from e mail request to former participants and club members. In contacting several people directly I was advised that the cost of getting to Hayfork from out of the area was not affordable at this time. Local members seemed to have other plans or just no excuse.

The proposal was for a gymkhana event in the morning a break for lunch for the Big Foot BBQ then a three run event of barrel racing in the afternoon. There was some interest in that for possible future event and if a sponsor is located, a cash prize for top three placing depending on the number of entries. Planning on a gymkhana event on September 28 see what turn out happens.

As for rock removal a friend has a landscape rake. Idea is to locate ½ inch expanded metal grate attach it on inside and on the ends as an in expensive solution. Theory is it will collect the debris and rocks drag to a point and then scoop up for removal.