

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

Trinity County Fair
BOARD ROOM – 6000 Hwy 3
Hayfork, CA 96041

Zoom Link Info:

Meeting ID: 847 8160 1071
Passcode: 491796
Dial In: 1-669-900-6833

**APRIL 21ST, 2022
6:30 PM – Open Session**

Board of Directors

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director, 1 st District	Michael Thompson, Director, 2 nd District
Adrien Keys, Director, 3 rd District	Adam Dummer, Director, 4 th District
Justin Bailey, Director, 5 th 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 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 Director Rourke at 6:30 pm

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. Directors present in person: Thompson, Rourke Keys, Eggleston, and Case. Director Dummer was present via Zoom. Director Bailey resigns affective immediately due to personal reasons.
 1. Adrien moves to excuse the absences of Directors Sauer and Brinkley; Director Eggleston seconds the motion; Motion carries unanimously.

3. INTRODUCTION OF GUESTS / STAFF

- a. Present in person: Krista Hymas, Laurel Dummer, Ben Ehler & Wife, Teresa Miller, Tina Felch, Wendy Smith, Jenni Brookins. Present via zoom Supervisor Liam Gogan.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

5. CONSENT AGENDA & MINUTES

- a. Director Thompson moves to approve APRIL 21ST, 2022 Agenda and the MARCH 17TH, 2022 Meeting Minutes; Director Dummer seconds the motion; Motion carries unanimously.

6. APPROVE MARCH 2022 FINANCIAL REPORTS

- a. Director Case moves to approve the March 2022 Financial Report; Director Thompson seconds the motion; Motion carries unanimously.
 1. Discussion: CEO Bayley – Less income in the P & L, we haven't reviewed some of our payments. We need to submit our Minutes on the approval from Directors to receive payment. We will be getting reimbursed for 2/3 of the Dining Hall renovations. There is also a check for Steve Bayley for \$3,000 for Calcutta payouts, A lot of the tickets were bought in checks, and we didn't have cash on hand for all the payouts.
 2. Director Rourke- I would like to know that everyone read the financials. This was definitely the month to have read them thoroughly.
 3. Director Case – I honestly don't understand a lot of them and would like maybe some help to better read and comprehend the financials.
 4. CEO Bayley – We can do a Board Training on Financials.

7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

8. CEO'S REPORT

- a. 2022 1st Quarter Employee of the Quarter – Ben Ehler!
- b. At Calcutta last month Wallace fell out the back door, he has brought to my attention that there is little to no lighting around the Dining Hall and also out the front door of the Fair Office. We will be looking into getting maybe some motion lights.
- c. I was voted onto the Board of the California Fairs Alliance representing our Cascade Area Fairs. CFA was instrumental in campaigning for Fairs to receive the \$285,000 from the State last year. So, I'm hoping I can offer some assistance in advocating for our small Fairs in the Cascade region. I will include an update on what is happening regarding more Fair funding, along with AB1499 as I receive this information at the CFA Board Meetings. I attended my first Board Meeting earlier this month and learned that they are currently working on the AB1499 money and we will have a better idea of what that payment will be soon; CFA is also working with legislation on stopping the Bill that will ban Gun Shows at fairgrounds in Orange County, and soon all California Fairgrounds; CFSA who we have our insurance through had to raise their rates 15% this is their first increase in over 2 years; CARF which is Fantasy Sports Betting is working with a few select fairgrounds to develop a program that will provide revenue to fairs, especially with more and more race tracks closing; Early Fairs are seeing an increase in attendance with their local community being the majority of attendees and they contribute this to the cost of fuel and people not wanting to travel far from home; the Resiliency Fund that was over 140 million dollars, after allocating 60 million to communities there is 80 million left which will be used to fund Fairgrounds that are the primary OES location for their City or County, those that hold the purse strings are wanting to fund 1 – 2 fairgrounds and make them the 'Centers of Excellence' that would be the flagship for other fairgrounds to follow, where most on CFA Board would like to see them spread the money out more and start upgrading multiple fairgrounds, again those that are the primary OEC

facility in their community. Meetings are the 1st Thursday of each month, and I will update at each Board meeting.

- d. Pre-Fair Safety Inspection walk-thru was done this month, I have included a copy for Directors to review. Jim or I can answer any questions any time or at the next Board meeting. I copied only what pertained to our fairgrounds, the other 40+ pages of discrepancies were Tehama. We will have a follow-up inspection prior to Fair.
- e. I received a bid from Steve Felch to do the repairs to the asphalt in our parking lot, it ended up being over 4000 sq ft of repairs, due to the continued deuteriations of the areas damaged by Fire Camp in 2020 and 2021. The bid came in at \$32,000 which is around \$8 per sq foot, almost double what it was a year ago, the cost has increased due to the cost of fuel products.
- f. Dining Hall Kitchen update – I have given you copies of our project package that was sent to Kristie Anderson; she will schedule a walk-thru within the next few weeks to bring our kitchen back to commercial status. We will be reimbursed for 2/3 of this cost from Hayfork Rotary, hopefully we will see that in May.
- g. I am putting together a spreadsheet for the invoices for the Quilter’s Building and will be submitting 1/3 of the costs to insurance for reimbursement. So we will see some of this money reflected back in our budget.
- h. Fundraisers, Bingo in March netted over \$1000, and Easter Bazaar looks like we may break even or if there’s a loss it will be less than \$100. We changed our May plans for Mother’s Day Dinner; I will be in Dixon. We are planning a Special Mother’s Day Bingo on May 4th in the morning while kids are at school, since this has become a very popular fundraiser. Also looking at changing the Father’s Day Brunch to a Special Enduro Race honoring Dad’s with some special Dad prizes. Calcutta grossed over \$30,000 – we paid out \$18,000 in Calcutta Prize Money, the \$5,000 for the Winning Tickets, Paid for Drinks, Dinner, Wages and supplies, leaving around \$6,000 to split with Hayfork Boosters. We learned a lot after not having this event for 2 years, we may do the next Calcutta (possibly in the Fall) as just a Fair Fundraiser as most of the work fell on our staff. Also, I found out that the Sponsoring Organization takes 25% of the Calcutta, we only took 15%, but the large Calcutta payout made the night a huge success. One final note, we will have our volunteer bartenders tipped trained, control on the alcohol wasn’t as strict as it could have been, but we were able to provide rides for everyone that night and it all ended well.
- i. Bigfoot BBQ update – We haven’t received any reservations for the VintageFest Trailer Rally, due to the cost of fuel we are canceling this year’s event and will promote it for a year and hopefully we will be in a better position to have this event next year.
- j. Bigfoot BBQ is still happening; we have the Hill Street Band playing Friday night and Saturday afternoon along with all the other events including our 2nd Annual Chili Cook-off Competition. We have also started an All-Inclusive Package, where you can save by buying the inclusive deal for \$35, which includes Gate Entry Friday and Saturday which is \$4, BBQ Dinner which is \$25, 2 Beverage Tickets good for 2 Beers or Sodas which is valued at \$6 and Entry into the Race & Fireworks Show which is \$10 for a total value of \$45, a savings of \$10. The 50/50 Drawing is \$1/ticket, we took in over \$400 on this last year. We put out the new updated flyers for everyone, without the VintageFest Trailer Rally. Also, I’m passing around a sign-up sheet for anyone who can volunteer to help with Bigfoot BBQ, if everyone helps out then it won’t fall on just a few people.
- k. Fair Update
 1. Premium Book are here, there were a few changes missed which I have included in your books, along with giving these to all the Jr. Livestock Club Advisors so the Exhibitors receive the correct information. This should not have been missed by me, as I was part of the decision process in making these changes. The website has the corrected Premium Book, and I will continue to update it as we finalize the entertainment and special events.
 2. Finalized the contract with the Fryed Brothers to open for Ben & Noel Haggard on Friday night

3. Changed the 2nd Cornhole Tournament to Friday afternoon when Jr. Livestock Families are available to play
 4. Going to move the Logging Show from Thursday night back to Sunday afternoon, and book Karaoke on Thursday night in the Beer Garden, or by Homestead.
 5. Sunday night after the logging show will probably be just an Enduro Race, but we will discuss that more under New Business.
 6. Pre-Sale will begin Monday, June 13 and end Wednesday, July 13
 7. CalFire is scheduled for Inmates to help with Fair set-up June 6-10 and 13-17, then for Jr. Livestock July 5-7.
- l. Purchased 5 Vendor Electrical Panels, which we can use for parts if we have any problems with our panels, they don't make parts for these any more so took advantage of Napa Fairgrounds going out of business; and also bought their portable staging and stairs, so we now have staging that we can use at the Homestead, Horse Arena, pretty much anywhere we want to have a small stage. Loren Kemper gave us portable lighting so we can light up the stage also.
 - m. I am going to the Dixson May Fair and meet with West Coast Rodeo, who does their event and see what type show they put on. I would like to add an Adhoc Committee for Rodeos, to help finalize the details of the contract and put together the Fall Horticulture/Floriculture Exhibits and Judging Criteria.
 - n. PSPS update – as reported last month we paid \$16,500 for the start of the PSPS Grant process, last week we already received the reimbursement form and that has been submitted, so it looks like our funds will be tied up for less than a month.
 - o. May meeting in Burnt Ranch

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. Krista Hymas – We had our meeting in Hayfork this month.
 1. Chuck came and asked a lot of questions.
 2. We got the Premium Books, and we are hoping to change the Auction time and start at 10:00 am.
 - a. If each animal was 2 minutes per then auction would be 9 hours long.
 - b. Brunch would be from 8-9:30 am
 - c. Box lunches – Show your buyers card and get your lunch to go.
 3. Online entries start May 24th and go through June 24th
 - a. Only show animals – there will be a place for descriptions also
 - i. Director Eggleston – Will there be lots of animals?
 - ii. Jenni Brookins – It's the first year, so probably only goats and sheep.
 - b. We will no longer be using Siskiyou Meats.
 - i. They are the only USDA facility we had so we will be looking into someone else to take their place.
 4. Per FSIS – Donated animals have to be USDA approved.
 5. We did a walk around at the last meeting and here is what we found:
 - a. Fix issues on loading shoot
 - b. Rod Plew will be looking at fixing the wash racks for Steer and Pigs.
 6. Animal count as of now is as follows:
 - a. Steer – 24
 - b. Lambs – 19

- c. Goats – 24
 - d. Swine – 150
 - e. Turkeys – 44
 - f. Poultry – 8
 - g. Rabbits – 7
 - h. Total animals – 276
7. We are having the Inmate crew come and help get things ready for the animals and sale. They will be here June 13th – 17th and then back again to set up on June 26th
 8. Panels need to go to Tehama and then they'll go to Shasta. We will be getting them back after June 26th. We can borrow the panels from Shasta District Fair again, however they would like them returned right after Fair.
 9. We will be changing the back drop for photos this year, it will be the Fair Logo.
 10. The Korson Colter Scholarship goes to:
 - a. Jesse Wolfe – Hayfork, Swine
 - b. Brody Grippen – Weaverville, Swine
 11. We need approval for permanent fencing, under new business tonight.
 12. May 10th is our next meeting at Lowden Park Cook Shack in Weaverville at 6:00 pm
 13. June's meeting will be held in Hayfork.
 14. Discussion as follows:
 - a. Director Keys – I strongly encourage comments to FSIS, do what you can to make it the best.
 - b. Director Rourke – Siskiyou Meats is on vacation for 10 days?
 - i. They will be gone the processing week for animals.
 - ii. Is there an option to hold onto the animals until Siskiyou Meats gets back from vacation?
 - iii. Krista will ask if this is a possibility.
 - c. Director Rourke – Are the wash racks on septic or sewer? We need to know which one; to tell if there is a leach in them?

10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys
- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Eggleston (Chairman), Carrie Bayley, Christina Wine, Tina Felch
 - a. Working on getting Solar grants.
- c. **PREMIUM BOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Tina Felch, Jennilea Brookins, Christina Merritt
- d. **VOLUNTEER COMMITTEE:** Donny Case (Chairman), Adrien Keys, Tina Felch
- e. **WELL COMMITTEE:** Donny Case (Chairman), Adrien Keys, Chuck Sauer, Carrie Bayley
 - a. Go ahead and get the water in tanks.
 - b. Bayley Lumber has tanks for good price
 - c. We need to leave at least 8ft so Jim White can get in there.
- f. **MOU COMMITTEE:** Adrien Keys (Chairman), Chuck Sauer, Donny Case, Carrie Bayley
 - a. We got the document reproduced with new amount asked.

11. CORRESPONDENCE:

- a. TCFA Association Sponsorship Levels
- b. MOU Contract 2022
- c. Credit Card Handling Policy
- d. Sponsorship & Donors Policy

- e. FSIS Guideline Food Donation
- f. Commercial Fence Quote
- g. Jr. Livestock Fencing Project
- h. Bigfoot BBQ Flyers (1, 2, and 3)

12. NEW BUSINESS

- a. Approve TCFA Leasing and Managing the Hayfork Incubator Building from Trinity County for \$1/year
 - 1. Director Dummer moves to table until next meeting; Director Keys seconds the motion; Motion carries unanimously.
- b. Approve Revised TCFA Sponsorship Levels for Businesses, Organizations, and Individuals
 - 1. Director Dummer moves to approve; Director Eggleston seconds the motion; Motion carries unanimously
 - 1. CEO Bayley – A couple changes; Full Page Ad – There is a deadline for that; No VIP Parking; No Plaques, we are doing banners instead.
- c. Approve 1st Draft of MOU between Trinity County Fair Association and Trinity County to manage the Trinity County Fairgrounds, as stated in the MOU
 - 1. Director Case moves to table until next meeting; Director Thompson seconds; Motion carries unanimously
- d. Approve Credit Card Handling Policy
 - 1. Director Keys moves to approve; Director Case seconds the motion; Motion carries unanimously
- e. Approve the Sponsorship & Donors Policy
 - 1. Director Thompson moves to approve; Director Eggleston seconds the motion; Motion carries unanimously
 - 1. CEO Bayley - We should have had this in place last year; We will not be invoicing anymore; they will now be a Request for Payment.
- f. Approve JLC Recommendation to purchase commercial fencing as per attached diagram at an approximate cost of \$2,500 - \$2,700.
 - 1. Director Dummer moves to approve; Director Thompson seconds the motion; Motion carries unanimously
- g. Approve JLC Recommendation to move start time of Jr Livestock Auction to 10:00am, 8:30am Sign-ups in Dining Hall with morning coffee/snacks and afternoon lunch by Show Ring.
 - 1. Director Thompson moves to approve; Director Case seconds the motion; Motion carries unanimously.
- h. Approve request for FY21/22 State Allocation Money
 - 1. Director Thompson moves to approve; Director Keys seconds the motion; Motion carries unanimously
- i. Approve creating a Standing Committee under the TCFA to temporarily take over operating Races at the Fairgrounds from the Mountain Valley Raceway
 - 1. Director moves to approve and revisit the topic in a year; Director Thompson seconds the motion; Motion carries unanimously
 - 1. Donny Case (Chairman), Wendy Smith, Marilyn Overturf, Carrie Bayley, Tina Felch
- j. Approve 2022 Trinity County Grand Marshall (closed session vote)
 - 1. Director Dummer moves to approve Billie Miller as 2022 Trinity County Grand Marshall; Director Case seconds the motion; Motion carries unanimously
- k. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<p>EVENT AGREEMENTS RA22-04e Celebration of Life RA22-05e USDA California Farm Agency & Rural Development RA22-06e Trinity Together CountyWide Career Fair RA22-07e 4-H Small Animal Field Day RA22-08e Meeting with Liam Gogan</p>	<p>STANDARD AGREEMENTS SA22-07 Hayfork Cleaning (Revised)</p> <p>STORAGE AGREEMENTS SA22-26s Sebastian Mofor (Water Truck)</p> <p>BIGFOOT BBQ COMMERCIAL</p>
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RA22-09e Wildfire Prevention & Planning POD Workshop RA22-10e Rotary Meeting RA22-11e Log Cabin Quilter's Guild FAIR ENTERTAINMENT EN22-04 Ben Haggard	BBCOM22-01 KDK Balloons & Entertainment BBCOM22-02 LeafFilter Gutter Protection BIGFOOT BBQ ENTERTAINMENT ENBB22-01 Hill Street Band
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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 Director Rourke at 6:30 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President