

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

Trinity County Fair  
Fair Boardroom – 6000 Hwy 3  
Hayfork, CA 96041

**Thursday, September 19, 2019**

**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 Hauser 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 6:33pm

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

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Directors Rourke, Eggleston, Miller, Hauser Scott, Keys, Hickman and Sauer were all present. Directors Brinkley and Dummer were absent.

Director Miller moved to excuse both Director Brinkley and Dummer, seconded by Director Sauer and motion passed unanimously.

**3. INTRODUCTION OF GUESTS / STAFF**

Shelby Thomas, Sandy Bechtold, Nancy Ferguson, Bob & Laura Taylor, Krista Hymas, Jeanne Bonomini, Julie Velazquez, Justin Molner, Mark Montes, Mark Porter, Marsha Maraviiov and Sue Erenberger.

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

No comments from the public.

**5. CONSENT AGENDA & MINUTES**

- a. APPROVE September 19, 2019 AGENDA, August 22, 2019 and September 3, 2019 MEETING MINUTES  
Director Eggleston moved to approve the September 19, 2019 meeting agenda and the meeting minutes from the August 22, 2019 monthly board meeting as well as the special meeting on September 3, 2019, seconded by Director Hauser Scott and motion passed unanimously.

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

No closed session necessary.

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

No closed session necessary.

**8. APPROVE AUGUST 2019 FINANCIAL REPORTS**

Sue Erenberger (TCFA bookkeeper) announced that she will begin making presentations each board meeting regarding the financials and she hopes the board will ask questions about the finances each meeting. Sue mentioned that within each board members financial packet, she included two new reports. The idea for these reports is to give a quick overview of the finances for each month. Sue asked for feedback on the report. Discussion ensued.

Sue said she is making a request as well. The TCFA organization is in major trouble financially and she is hoping to facilitate discussion between the board on just how serious the issues are. In 2011, we were a well-funded organization but obviously times have changed. We are forced to find our own funding to not only put the fair on each year but to also maintain the buildings and the fairgrounds in general. Discussion ensued.

Director Hauser Scott moved to approve the August 2019 financial reports, seconded by Director Hickman and motion passed unanimously.

**9. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR AUGUST 2019**

Director Rourke said he wasn't sure if the rest of the board noticed it or not, but Mike Fillette has been paid out on his vacation time and his sick leave has been zeroed out as well. Discussion ensued.

**10. CEO'S REPORT**

Director Rourke mentioned the CEO ad has been flown in the SacBee, Trinity Journal and the weekly publication Capital Press. He said we might need to approve additional budget to run the ad up until the closing date. Discussion ensued. Jack said the association has spent \$1,327.30 on the three ads we are currently running. To run those same 3 ads until closing, we would need an additional \$2,395.75. However, Jack said he does not recommend the SacBee due to lack of ad success and expenses associated with the ad. Jack suggested only continuing the ad with the Trinity Journal and Capital Press which would cut the remaining costs of the ad placement to \$860.75. Discussion ensued.

Director Eggleston moved to increase the CEO position advertising budget by an additional \$1,000 for a total of \$3,000, seconded by Director Hickman and motion passed unanimously.

Director Rourke mentioned that he and Director Hauser Scott have been communicating an event coordinator who has come to the fair about possibly hosting a weekend event called Untz Festival. Director Hauser Scott said the promoter has reached out to the fairgrounds to host their event. The event will be loud at times as they plan on having outdoor concerts and then moving the music indoor for all night entertainment.

Considering the fairgrounds buildings are not soundproof, there is a concern this could cause issues with neighbors. Discussion ensued. Director Rourke said he spoke to the Mariposa Fair Manager and he did say they received over 100 phone calls about the noise from the event. Discussion ensued. Director Rourke asked the board to vote on whether they wanted to host this event or not. Discussion ensued. Director Keys moved to deny the request of having the Untz Festival at the fairgrounds, seconded by Director Eggleston and motion passed unanimously.

**11. STANDING COMMITTEES**

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair  
Nothing to report.
- b. **FINANCE COMMITTEE:** Carol Hickman (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

Laura Taylor mentioned that she e-mailed the minutes from the JLC meeting on Wednesday, September 18, 2019. Jack Heard explained he received it one hour after the packets went out and therefore, they were not included in the Director packets. Jack said that he meant to include them on the guest information table and to pass out to board as well prior to meeting. Discussion ensued. Laura said JLC has 3 recommendations that they would like the board to consider and possibly vote on. The 3 items are as follows:

1. Change Mini Show to Wednesdays at 8am (Show to remain in the show ring).
2. Modify Premium Book to update Rabbit Meat Pens (DIV 707) weight criteria to conform with the American Rabbit Breeder's Association's standards.
3. Designate Weighmasters with no conflict of interest for both Small Animal and Large Animal weigh-ins. JLC suggests Larry Forrero, Erin Paradis, Adam Dummer and Christina Merritt for 2020 and continuing.

Director Sauer asked Bob and Laura Taylor if they had the information that we would need to update the premium book regarding rabbit meat pens? Laura replied, yes, we do. Discussion ensued.

Director Sauer moved to approve all 3 JLC recommendations, seconded by Director Eggleston and motion passed unanimously.

Sue Erenberger handed out a final breakdown of total JLC sales and gave an update on paid and unpaid sales. The breakdown showed a total sale of \$375,488.53 for this year's fair. Sue said we are in the process of collecting funds for these sales and so far, the association has received about 60 percent of the total sales. Sue explained that buyers are sending money consistently, but she has heard from at least two buyers that they are at least 30 days out from being able to pay. Discussion ensued.

Sue said the JLC expenses this year were typical of what they have averaged in the past. Discussion ensued.

## 12. AD HOC COMMITTEES

- a. **RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Mike Fillette, Sue Erenberger, Adrien Keys and Justin Mulner

Director Hauser Scott said the RFC (Rental Fee Committee) had a meeting last week and the action item was to create a noise policy to use for events held at the fairgrounds. Discussion ensued. Director Hauser Scott also said the perspective of this AdHoc committee is to not jeopardize community relations and support to make money. Discussion ensued.

13. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys

Nothing to report. Director Keys said they will setup a meeting prior to next board meeting. Discussion ensued.

## 14. CORRESPONDENCE:

No correspondence.

## 15. NEW BUSINESS

- a. **CDBG DISCUSSION OF OUTCOME**

Director Rourke said TCFA was right on the edge of receiving the CDBG grant for LED lighting upgrades throughout the fairgrounds and in its final step of the process, it was turned down at a state level. The CDBG grant program manager explained it was because the fair charges admission and was not free to the public. Discussion ensued. Director Rourke said he did not agree with that and he is trying to get a reply explaining more about the process and exactly why the fair does not qualify. Discussion ensued.

**b. REMOVE MIKE FILLETTE AS BANK SIGNATORY**

Director Eggleston moved to remove Mike Fillette as bank signatory, seconded by Director Sauer and motion passed unanimously.

**c. TRINITY HORSE AND LONG EARS – GYMKHANA FAIR FUNDS RETURN REQUEST**

Sue Erenberger explained the Trinity Horse and Long Ear group brought in \$550 during fair and she receipted it in. It included \$400 cash and a \$150 check. After receipting the money, TH&LE came back to the fair office asking for the funds to be returned and they explained that the funds were given to the fair by accident. At that time, Sue explained that she was not authorized to return any of the money and TH&LE would have to ask the board. Discussion ensued.

Marsha Maraviov said the Gymkhana event was created by Jerry Fulton and has 6-event season and even though it is in the Premium Book, it is not a fair event. Director Hauser Scott asked how it was not a fair event, Marsha replied that it has always been that way. Director Hauser Scott said that was not a good enough reason. Discussion ensued.

Jeanne Bonomini said the fees were collected the day of the event and the money was turned into the fair office because of a check that was made out to the fair. Marsha Maraviov said TH&LE planned on donating the \$150 check in addition to the normal \$10 per event donation but needed the rest of the event funds back. Discussion ensued.

Jack Heard said the fair board should consider creating policy on how the fair office should handle these events. TH&LE is the only group that has an event during the fair that is not a fair event. If that is the case, the fair office needs to be aware of how to handle it. Jack also said that there is an issue with the snack shack in the announcer’s booth being open during fair as well. Again, TH&LE is the only group who can operate a concession stand free of charge. Discussion ensued.

Director Eggleston asked Marsha Maraviov what it is TH&LE wants returned and Marsha confirmed \$400 which would leave the \$150 check as an additional donation. Discussion ensued.

Director Eggleston Moved to approve the Trinity Horse & Long Ear’s request to return \$400 from the 2019 Fair Gymkhana event, seconded by Director Hauser Scott and motion passed unanimously.

**d. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS**

<b>EVENT RENTAL AGREEMENTS</b>	<b>FAIR COMMERCIAL VENDORS</b>
RA19-41e DOWN RIVER CONSULTING (DH RENTAL) RA19-42e TC PLANNING DEPT – CANNABIS DIV (DH) RA19-43e TCRCO MEETING (DH RENTAL)	RA18-15a Luke Hilderbrand (Uhaul Office Rental)  <b>FAIR FOOD CONCESSIONS</b> CON20-01 SIERRA CORN ENTERPRIZES (2020 FAIR)  <b>FAIR COMMERCIAL VENDORS</b> COM20-01 CUTCO CUTLERY (2020 FAIR)

**DIRECTORS' REPORTS**

**Billie** – Nothing to report.

**Adam - Absent**

**Chuck** – It's all good.

**Carol** – Nothing to report.

**Sharon** – Nothing to report.

**Dennis R** – Thank you all for being here.

**Wallace - Absent**

**Adrien** – Thank you Dennis and everyone.

**Dana** – Yes, thank you Dennis and thank you as well Sue and Jack.

**16. ADJOURNED**

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

**Submitted By:**

\_\_\_\_\_  
**Dennis Rourke, ACTING CEO/TCFA PRESIDENT**

\_\_\_\_\_  
**Sharon Eggleston, TCFA Vice President**