

TRINITY COUNTY FAIR ASSOCIATION
BOARD OF DIRECTORS' MEETING MINUTES

Trinity County Fair
Dining Hall – 6000 Hwy 3

Conference Call Info:

1-717-275-8940

Access Code: 7253247

Hayfork, CA 96041

Thursday, May 21, 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 6:00 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM

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

3. INTRODUCTION OF GUESTS / STAFF

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

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

Kristy Anderson:

The Flea Market being held in the TCFA parking lot June 6th & 7th is allowed if we follow the COVID-19 safety protocols. It is looking more hopeful that we will be able to move forward with fair. We may even move into stage 4 by late summer but it is difficult to say. We could also move backwards if there is an increase in COVID-19 cases in Trinity County. It would be a good idea to continue moving forward with planning on a month to month basis as the board has been doing.

Jenny Brookins would like to know why the Gymkhana cannot be held since it is outdoors. Kristy advises that right now it falls under the category of a sporting event, so it is listed in stage four only.

5. CONSENT AGENDA & MINUTES

- a. APPROVE May 21, 2020 AGENDA and the April 16, 2020 MEETING MINUTES:
Director Dummer moved to approve the May 21, 2020 agenda and the April 16, 2020 minutes, seconded by Director Miller, motion passed unanimously.

6. APPROVE APRIL 2020 FINANCIAL REPORTS

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

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

Nothing to report

8. CEO'S REPORT

- We now have an Employee of the Quarter award. Our first employee to get the award is our Bookkeeper Sue Erenberger. Congratulations to Sue.
- Premium Books are here, and some have been distributed throughout the county. Wallace is taking more to get out in Weaverville. The ones Carrie put out in Weaverville are already gone. Carrie took 300 to the Douglas City school to go out on the bus route. We are looking into whether Mountain Valley Unified School District will allow us to do this as well. Highland Arts and the USFS office are closed due to COVID -19 so our bins with the entry forms are not out yet but they are available in the office.
- There have been 32 fairs cancelled so far in California due to COVID-19. Shasta, Siskiyou, and Humboldt County have canceled this past week. Siskiyou Golden Fair CEO, Cliff Munson says that Trinity, Lassen, and Plumas County are the only fairs that have not made a decision yet. Oregon has cancelled all their fairs for the year.
- Carrie did an informal survey on Facebook to see who would attend the fair if we are allowed to have it. Between Facebook and email we received about 200 comments. Out of all of them there were only 2-3 people that said they would not come. We are seeing a trend of people 35 years old and up not wanting to participate in events and those under 35, more willing to attend.
- Reopening guidelines for Mass Gatherings-see handout: The guidelines are very complicated. We have our social distancing protocol set up in the office/lobby. We have added a hand washing station over at

the horse stalls. We have placed the essential workers staying in the RV park on the north side and told them to self-quarantine for 14 days.

- On the IAFE zoom meeting they were discussing what our fair would look like if we are allowed to have it. They said to expect a 50% drop in attendance, 30-50% higher expenses, cleaning, and disinfecting standard would be all touch surfaces cleaned every hour, along with disinfectant fogging of all buildings every night. We will be closely watched by attendees, the health dept and possibly the media. If we do cancel, it was suggested we get a letter from the County Health Dept in support of cancelling due to pandemic to send to entertainers and vendors.
- The Quilters Guild is not comfortable at this time doing a Quilt Show, their board met and will not be exhibiting this year. Carrie mentioned a small auction during Bigfoot BBQ if restrictions loosen up by September and they would like to do a small display and auction for that.
- It does not look like the July 4th celebration in Weaverville will happen this year.
- The Cake Bake Off fundraiser is scheduled for Saturday November 14th.
- Carrie is encouraging the board members to send in the letters to the congressmen, in support of fair funding in the 20/21 State budget. At this point, Governor Newsom does not have fairs in his budget. There is also a letter available for the public to send in. We would encourage the public to send those letters in as well.
- We have received our AB1499 Allotment. This money is targeted for payroll expenses, utilities, and then whatever expenses our organization deems essential.
- We submitted our SB5 Facilities Assessment Request. We can submit up to five projects but only the number one project will move forward. Our projects submitted were as follows: #1 project is the repair of the building roofs. #2 is the dining hall kitchen, #3 is Security Fencing, #4 the removal of dead and dying trees, #5 is culvert drainage. We received a bid on project #1 just for the repair of the Exhibit hall roof, including the bathroom area that the tree fell and damaged. The quote was for \$30,000.00. We will be securing a local bid as well.
- We are working on getting our weighmasters registration up to date so Carrie can take the course for Deputy Weighmaster.
 - Jenny Brookins commented that she was informed there is an exemption for JLA. We would only need the Weighmasters registration. The course would not be necessary.
- Assemblyman Woods and Senator McGuire are working on getting a portion of the \$15.3 billion in COVID-19 relief money that the State of California received to the smaller counties in California. Currently only 6 out of 482 cities and 16 out of 58 counties have received financial assistance.
- Trinity County Arts Council is putting together a Tourism Site "Trinity Trip Plans-Things to do in Trinity County". This will be available to Travel Agents throughout the North State. Carrie submitted a short history of the fair along with photos and event dates for Gymkhana, the Racetrack, Bigfoot BBQ and of course the Fair, with a disclaimer to check our website for date updates during the pandemic.
- Carrie is currently working on a 100-year anniversary logo. We hope to have a couple to be voted on at the next meeting. Joshua Johansing in Weaverville is working on a design. It is possible that we can have a sponsor cover the expense of the logo design. We would love to have some marketing items for sale at the fair and/or Bigfoot BBQ.

- Harry with the Midway of Fun is available the second weekend of August 2021. We would like to confirm a date for our Centennial Fair at the next board meeting, especially if we do not get to have the fair this year.
- The U-Haul online training is almost complete. We will then have an onsite training so we can start renting the trucks and trailers.
- We will have our six-month revenue/expense report and 2020 year forecast at the June board meeting. This will give us a better perspective on how COVID-19 has affected us.
- The repair on the boat that was damaged in storage two years ago has been done and the owner is satisfied with the outcome. We apologized for the delay in getting the repair done.
- The reclaimed water has been turned on. We owe a huge thank you to Dennis Rourke for working with Jim and our maintenance team.
- We got our dumpster replaced with one that we can put a lock on. People in the community were dumping their personal trash into it.
- For those of you that haven't been to the fairgrounds in a while, we continue to clean up the grounds. We had to remove the rose bushes in the front of the building due to an extreme case of mites that was spreading throughout the fairgrounds. We took this opportunity to go with a more economical landscape that requires little to no water. We are working on saving the remainder of the rose bushes on the property.
- We will continue to move forward with the Bigfoot BBQ and try to make it more of a 2-day festival depending on the status of the fair.

9. STANDING COMMITTEES

- EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair
Nothing to report
- FINANCE COMMITTEE:** Carol Hickman (Chairman), Dana Hauser Scott
Director Rourke proposed that Director Brinkley replace Director Hickman. Director Scott will be the new Chairman. Everyone is in agreement with these changes.
- NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer
Nothing to report
- JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley
The last meeting was May 12th. They are checking into whether they have the technology available to do a virtual auction. Tehama County did not have the technology needed. The buyer's luncheon has been postponed. The Junior Livestock trailer is getting the new Rhino liner put on right now. The lighting in the steer barn was completed and paid for by JLA.
The Junior Livestock Committee is recommending that a \$500.00 donation be made to the Chico State Meat Judging Team for Junior Livestock Swine Carcass Judging. Director Miller motioned to approve this donation to Chico State Meat Judging Team for Junior Livestock Swine Carcass Judging. Director Dummer seconds, motion passed unanimously.

10. AD HOC COMMITTEES

- RENTAL FEE COMMITTEE:** Dana Hauser Scott (Chair), Carrie Bayley, Adrien Keys and Justin Mulner
At this time, the board has decided to abandon this committee

- b. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys
We need to review the policy manual and the bylaws to make sure that they match. Director Eggleston will have a report on this at the next meeting.
- c. **COVID-19 Committee:**
This committee is being established to work on the COVID-19 issue. The committee will put together a plan for how to have fair while following the COVID-19 safety guidelines. Members of the committee are Carrie Bayley, Director Brinkley, Director Sauer, Director Scott, Jennalea Brookins, Christina Merritt and Laura Taylor

11. CORRESPONDENCE:

- a. CANCELED FAIRS AND EVENTS
- b. SPECIAL EVENTS FLYER

12.

NEW BUSINESS

- a. DETERMINE STATUS OF JUNE EVENTS, RACING, GYMKHANAS
The Flea Market June 6th and 7th would be held in the parking lot. There would not be any food and beverage sold. Tables could be at least 20 feet apart. Kristy Anderson stated this event would be allowed if we follow the COVID-19 safety protocols. There can be no food or beverage sales and the vendor tables must be 10 feet apart. Director Sauer stated he would come to the event to monitor social distancing guidelines.
Director Brinkley motioned to cancel all events at the fairgrounds for June with the exception of the Flea Market and the Highschool graduation out on the Raceway June 11th and 12th, Director Eggleston seconds, motion passed unanimously.
- b. APPROVE RECOMMENDATION BY JR. LIVESTOCK COMMITTEE TO MAKE A \$500 DONATION TO CHICO STATE MEAT JUDGING TEAM, FOR JR. LIVESTOCK SWINE CARCASS JUDGING
Motion approved under JLA Committee report out. (See 9. d)
- c. DETERMINE STATUS OF FAIR, JULY 31 - AUGUST 2, 2020
We have several options. We can delay making the decision until the next meeting June 18th. We can cancel now.
Carrie Bayley:
If we do move forward with fair, it will not look the same as past years. There will not be a quilt show. The Quilter's Guild has already decided that they are not comfortable with attending an event this soon. They may have a small display at Bigfoot BBQ in September. The cost of putting on a fair with the COVID-19 restrictions and guidelines would be much higher than past fairs. There will need to be additional staff, buildings would need to be fumigated each night, every hour all surfaces would need to be wiped down, and we would have to enforce social distancing with arrows, signage and security.

Discussion:

- Director Eggleston moved to put the decision off for 30 days.
- Director Miller moved to cancel the fair.
- Director Scott feels that there are several different options to look at if we put off the decision until the June 18th meeting.
- Director Brinkley feels that with the COVID-19 committee being formed they could use the next month to put together a plan for the fair with the COVID-19 restrictions. They could also come up with the estimated cost.
- Director Miller feels that the cost of the fair would not be feasible, and we should cancel now.
- Director Rourke pointed out that Director Eggleston first made the motion for the decision to

be put off until the June 18th meeting, therefore the board will need to vote on that motion rather than Director Miller's motion to cancel the fair. Director Scott seconded Director Eggleston's motion.

Votes were as follows:

- Ayes: Director Rourke, Director Eggleston, Director Scott, Director Brinkley, Director Sauer, Director Dummer, Director Keys, Director Hickman
- Nays: Director Miller
- Motion Passed. The board will wait until the next meeting to decide whether to cancel the fair. The new COVID-19 committee will report out on the cost estimate and the plan for a fair with the COVID-19 restrictions.

d. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<p>STORAGE AGREEMENTS</p> <p>BIGFOOT BBQ BBSA20-01 Loren Kemper-Sound & Lighting</p> <p>STANDARD AGREEMENTS SA20-05 Loren Kemper-Sound and lighting SA20-06 Dinsmore Store</p> <p>FAIR COMMERCIAL VENDORS COM20-40 Wintu Educational & Cultural Council</p> <p>FAIR ENTERTAINMENT EN20-01 Jeremy the Juggler EN20-02 Eric Greer Ideal Entertainment EN20-03 Chad Bushnell EN20-04 Matthew Wallace EN20-05 Jeff Rankin Gotcha Covered</p>	<p>FAIR JUDGES JA20-07 Diego Tandardini-Baked Goods JA20-08 Troy Treanor-Imagineering JA20-09 Roger Brown-Forestry and Agriculture JA20-10 John Albright-Agriculture-Horticulture JA20-11 Carl Szykowski-Mining & Minerals JA20-12 Doug Evans-Collections & Made of Trinity JA20-13 Sue Erenberger-Show & Tell JA20-14 Harvey Spector-Photography JA20-15 Wendy Armagnac-Poetry and Prose JA20-16 Tom Schrader-Preserved Foods JA20-17 Jill Richards-Senior Arts & Crafts</p>
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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

Reconvened from Closed Session - Employee Issue, for information only

DIRECTORS' REPORTS

Billie

I am very interested in Tehama County's Jr. Livestock Auction and if all the animals were sold.

Adam

Thank you, Carrie, for your due diligence and congratulations to Sue on Employee of the Quarter.

Chuck

Nothing to report

Carol

Sorry for not being here the last couple months, glad to be back. Looks like I might be moving to Cottonwood part time to take care of our property there.

Sharon

Nothing to report

Dennis R

I hope all the Board Directors mailed their letters to their congressmen; thank you to Carrie and the Staff everything is looking awesome. Looks like we have a lot going on in the future. Joel Patton contacted me wanting help with History of the Fair, looking for information for an article; looks like the current fairgrounds is the third location, the first location was where Hayfork HS is currently, second was where the Hayfork Elementary School is. If the Board could let him know of anyone, they can think of to be interviewed.

Wallace

I went online for the Tehama County Livestock Auction, was online with the help center most of the time, couldn't bid because it would crash every time. We need to make sure we have a better plan in place, talked to three different people who tried to bid and couldn't.

Adrien

I had a new experience, for the first time I did a slaughter and butcher of a hog and will be doing another in a week. I brought a donation for the TC Fair Office of hand sanitizer bottles, from the Trinity County Agriculture Alliance organization.

Dana

Thank you all for being here and to the office staff and maintenance everything looks really great.

15. ADJOURNED

Adjourned by Director Rourke at 8:35pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President