

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

Trinity County Fair
Fair Boardroom – 6000 Hwy 3
Hayfork, CA 96041
Thursday, March 22, 2018
7pm – Open Session

Board of Directors

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director	Chuck Sauer, Director
Billie Miller, Nominating Chair	Carol Hickman, Director
Adam Dummer, Director	Dennis Anderson, Director
Adrien Keys, 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 particular 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 President Rourke at 7:00pm

2. ROLL CALL – DETERMINATION OF A QUORUM

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

President Rourke, Directors Brinkley, Sauer, Miller, Hickman, Eggleston, Anderson and Keys were present. Director Adams was absent. Director Miller moved to not excuse Director Dummer’s absence, seconded by Director Sauer, and approved unanimously.

3. INTRODUCTION OF GUESTS / STAFF

Sophie Myer, County Counsel; Mary Beth Brinkley; Brad Miller; Angenette Taft; Jack Heard

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

President Rourke shared that the time for comments will be at the beginning of the meeting, with more time just before each agenda item. This is a strategy in progress to help move the meeting along, while not interfering with the public’s right to comment.

Angenette Taft sent a letter after hearing rumors about the house. Then she received the minutes, and realized the issue, liability, was broader than covered in her letter. She shared her understanding of the inappropriateness of making negative statements about an employee in open session. She discussed the fact that there is liability coverage for volunteers. She provided some clarity about the responsibility of each faction in regards to the house: Board in charge of the asset; CEO in charge of tenant occupancy. She defined Mr. D’s contribution as a tenant.

5. CONSENT AGENDA & MINUTES

APPROVE March 15, 2018 AGENDA and February 15, 2018 MEETING MINUTES

Director Brinkley requested a change in who made the inquiry about the house during the approval process for the current financial statements. The change was made to reflect that Director Brinkley made that inquiry.

Director Eggleston moved to approve the agenda with the change. Director Brinkley seconded, and it was approved unanimously.

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

Adjourned at 7:15

7. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

Reconvened at 7:55

2 decisions were reported.

1. Direction was given to staff.
2. Fair Association will not go to small claims court to collect on an unpaid Junior Livestock sale turkey.

8. APPROVE FEBRUARY 2018 FINANCIAL REPORTS

Sue provided a new spreadsheet for expenses and revenue. A payroll spreadsheet will be added. Director Brinkley moved to approve the February financials. Director Sauer seconded. The motion passed unanimously.

9. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR FEBRUARY 2018

Director Miller asked why Jack's vacation time was not shown on the Balances report. She was reminded that the reports are a month behind and it will be reported next month.

10. CEO'S REPORT

1. Chamber of Commerce Grant: We received a TOT grant of \$1059.46, upon receipt of invoices, for publicity of Hayfork & Trinity County
2. Calcutta: Good turnout. Sue reported an approximate \$6000.00 profit was split between the HHS Boosters and the Fair.
3. Livestock Auction/Alcohol: The "person" was called. He told Mike we can run the fair any way we want. Scott Murrison is reported to have said he hopes the ban will not affect livestock sales. They were advised they can buy coupons from the Palomino Room, and give them away. They didn't like that idea. The issue is giving away alcohol during the Livestock Auction, and how it might affect the Palomino Room's liquor license. Mike checked with the ABC and confirmed it was the correct policy to end the alcohol give-away on the fairgrounds. Mary Beth Brinkley shared she was in support of shutting down the "Tail Gate Party" at the Livestock Auction. She tried to control it, but couldn't. She thanked Mike for moving forward, and believes it won't affect bidding. Director Miller disagreed. Jack brought up the potential for accidents and fights. The issue of drunken people overbidding was brought up. There has been about \$1000 yearly that has been difficult to collect.
4. 2018 Fair Budget approved by the TCBOs at their meeting: We will get it back, signed and send it to CA Fairs & Exhibitions for approval. \$25,000 will come from the county in July.
5. We have a new Printer for the Premium Book: There will be a \$1200 savings, but will look the same. Director Anderson asked about the cut-off date to get something in. Mike reported he was trying to get it finalized by next week. Director Miller requested a copy of the events that still needed sponsors.
6. Raffle: Mike presented an idea for a raffle that would begin now, and then be drawn at the fair. A garden theme was discussed (wheelbarrow filled with donated garden stuff). It would be on display at community events. Director Hickman mentioned that true gardeners might want it in June.

11. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair
Nothing to report
- b. **FINANCE COMMITTEE:** Dennis Anderson (Chairman), Carol Hickman
Already reported
- c. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer
Nothing to report, unless someone wants to quit
- d. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley
JLC wants to buy a trailer for rabbit /chicken processing. They are looking for a used trailer. It is on the agenda, so an opportunity to discuss will be provided at that time.

12. AD HOC COMMITTEES

POLICY & BY-LAWS COMMITTEE: Sharon Eggleston (Chairman), Adrien Keys

- **POLICY MANUAL UPDATES (HANDOUT)**

The Board has copies; all comments were considered and added. The Board was asked to review and make recommendations. Director Eggleston wanted to meet before the 1st. It was brought up that the manuals should be given a version number, date and whether or not it is a draft.

- **CANNABIS POLICY STATUS**

“High Times” is an event producer and would take on all of the liability. They seem to understand the laws and requirements around separate smoking areas and alcohol. It was recommended that the Board approve the CA Department of Food and Agriculture policy.

- **BAG CHECK POLICY STATUS**

Safety of the searchers and those being searched is paramount. County code states no fire arms on county property. Signage will be posted, and must be posted for the sheriff’s office to enforce.

13. CORRESPONDENCE

- a. **LETTER FROM ANGENETT TAFT**
Director Rourke reported that the Board had read the letter and appreciated her input.

14. OLD BUSINESS

- a. **DISCUSS AND APPROVE CANNABIS EVENT POLICY (TABLED FROM 2/15/18 MEETING)**
Director Eggleston moved to table this until April. Director Anderson seconded. The motion carried unanimously.
- b. **DISCUSS AND APPROVE CONCERTS (TABLED FROM 2/15/18 MEETING)**
There was some discussion about having an off-site event. Director Brinkley moved to table this discussion indefinitely. Director Miller seconded. The motion carried unanimously.

15. NEW BUSINESS

- a. **DISCUSS AND APPROVE TRAVEL/MILEAGE REIMBURSEMENT FOR DIRECTORS**
Director Rourke stated there is no policy. Director Miller remembered it being voted in many years ago, and moved to keep/add the mileage reimbursements policy in the manual. Director Eggleston seconded. The motion carried unanimously.
- b. **DISCUSS AND APPROVE RESOLUTION FOR PETE SMYTH AND CHAIN SAW DISPLAY**
Mr. Smyth wanted something in writing that states the fair will not keep the saws he stores on the fairgrounds, should anything happen to him. Director Eggleston moved to sign the agreement. It was seconded by Director Sauer, and carried unanimously.

c. **DISCUSS AND APPROVE JUNIOR LIVESTOCK COMMITTEE RECOMMENDATIONS**

The JLA is looking at a trailer for \$7000 for the rabbit/chicken processing. The money comes out of their fund. They also want to add Livestock Ethics Rules to the Premium Book. Director Brinkley moved to approve the requests. Director Hickman seconded and the motion carried unanimously.

d. **DISCUSS AND APPROVE SMOKING POLICY CHANGES**

The current policy is vague, as to the issue of smoking where alcohol is served. Wording will be changed to reflect it being the CEO's call as to where smoking can occur. Director Eggleston moved to approve the change. Director Anderson seconded, and the motion carried unanimously.

e. **DISCUSS AND APPROVE CEO FINANCIAL AUTHORIZATION LIMITS**

There had been an amendment to raise the ceiling from \$10,000 to \$15,000, possibly at the time of the house purchase. The policy manual still says \$10,000. Director Brinkley moved to keep the number at \$10,000. Director Miller seconded, and the motion carried unanimously.

f. **APPROVAL OF NEW AGREEMENTS AND CONTRACTS**

EVENT RENTAL AGREEMENTS	FAIR VENDOR AGREEMENTS (2018)
RA18-14e Christine Seronello (Art Event)	CON18-04 Conkle's Concessions (Fair Concession)
RA18-15e Sensi Valley (Meeting)	CON18-05 Gators and Taters (Fair Concession)
RA18-16e Mary Elaine Mercill (Bike-a-Thon)	COM18-04 M.V. Community Healthcare Dist. (Fair)
RA18-17e The Watershed Center (Wine & Cheese Gala)	COM18-05 TC Historical Society (Fair)
RA18-18e Hayfork Fire (Awards Dinner)	COM18-06 Like International (Fair)
ANNUAL AGREEMENTS	COM18-07 Human Response Network (Fair)
RA18-09a JIM THARP (Horse Stall Rental)	COM18-08 TC Behavioral Health Services (Fair)
ENTERTAINMENT AGREEMENTS	COM18-09 Chi Crafts (Fair)
EB18-04 Great Wide Open (fair entertainment)	
EN18-05 Jazztronauts (fair entertainment)	

Director Miller moved to approve these contracts. Director Anderson seconded. The motion carried unanimously.

DIRECTORS' REPORTS

Billie – Asked about Cake Bake-Off, when told the fair made \$1700, stated that it would cover the Directors' Travel

Adam – Not present.

Chuck – Wondered about how to get more people to the Cake Bake-Off. He noticed changing the time had been tried.

Carol

Sharon

Dennis R – Thanked everyone for being patient as he adjusts to the role of President.

Wallace – Ben's tank team hit 969 targets out of 1000. A Lieutenant was given a chance and missed. ☹

Dennis A

Adrien

16. ADJOURNED

Adjourned by President Rourke at 9:20pm.