

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

Trinity County Fair  
Fair Boardroom – 6000 Hwy 3  
Hayfork, CA 96041  
**Thursday, February 15, 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 during the discussion 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 Dennis Rourke at 7:03 pm

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

- a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED  
Directors Sauer, Hickman, Brinkley, Eggleston, Dummer, Rourke, Keys and Anderson were present. Director Miller was absent. Director Sauer motioned to excuse Director Miller’s absence, second by Director Keys and approved unanimously.

**3. INTRODUCTION OF GUESTS / STAFF**

Association Members Sue Erenberger, Charlie Colburn, Norma Jean Dearman, Mary Beth Brinkley, Karen Eastlick, Sandy Bechtold and Cindy Blackburn were present.

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

No comments from the associations members or the public.

**5. CONSENT AGENDA & MINUTES**

- a. APPROVE February 15, 2018 AGENDA and January 18, 2018 ANNUAL AND BOARD MEETING MINUTES  
Director Brinkley motioned to approve the January 18, 2018 meeting minutes and the February 15, 2018 agenda, seconded by Director Anderson and approved unanimously.

## 6. APPROVE JANUARY 2018 FINANCIAL REPORTS

President Rourke delayed this agenda item until the end of the meeting.

Director Anderson said we are in the process of making our financial report a bit more user friendly. It will be a simple spreadsheet that will show the board exactly what we need to see. It will be a running total for the year, so you will be able to see how we did each month on the same sheet. Discussion ensued.

President Rourke asked why someone is in the house, but he saw no rent in the financials. Mike Fillette said that he is allowing Ed and his family to stay in the house. Wallace then said that they think it was a poor decision and that the board should have been made aware of this and it was a board decision to make. Mike disagreed and said that it is an operational decision based on the fact that Ed is the camp host and maintenance supervisor. Wallace then said he feels Ed is a liability to the fair. Discussion ensued.

Director Brinkley moved to approve the January financial report, seconded by Director Sauer and approved unanimously.

## 7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES REPORT FOR JANUARY 2018

Director Wallace asked if there is a mistake on this month's vacation balance as Mike took a few days of vacation when he went to Anaheim and Wallace was not seeing that on the report. Mike explained that must have been a mistake and Sue will adjust it. Discussion ensued.

## 8. CEO'S REPORT

Mike said that he thought he mentioned this to the board earlier in the year but there is a new contest that we will have at the fair this year. California State Parks will give free state park passes to the winners of the contest and we can decide on what the contest is. Considering the Joss House is the closest state park, I thought we could partner with them and market the competition to the county. Discussion ensued.

On another topic, Mike explained that our unemployment ran over \$4,000 this past year and we are looking into joining a pool to possibly ease those costs in the future. We have never joined a pool like this before but considering how expensive it has been, we are beginning to look into it to see if it will help.

The carnival is signed and ready to go for this year's fair. The contract was written the way that we all agreed in our January meeting. We will get 100% of the presale carnival tickets while Brass Ring keeps 100% of onsite ticket sales as well as all 100% of the concession stands as well.

CFSA has a revenue protection policy and apparently in 2015 the fair filed a claim stating that the fair lost income due to the fires in the area. Later CFSA found out the fair made money on a fire camp. Discussion ensued. Director Brinkley moved to pay and keep the revenue loss protection active, seconded by Director Rourke and passed by a 7 to 1 vote with Director Sauer voting no.

Something else that we are working on is if an organization needs work to be done around the fairgrounds and they don't have the personnel to do it, we have never had a way to track the time and materials for these types of projects. We will start collecting all of this information for now on. We will collect information like man hours, fuel, equipment and/or supplies used to complete these types of projects. Discussion ensued.

WFA has a list of legislation that is currently being proposed in Sacramento that directly affects fairs. I am handing this list out for your review.

We place an ad in Fishing in the California Alps each year and this year they asked us to write article about the fair for their 25<sup>th</sup> anniversary. This is something I will be working on so if anyone has any feedback or ideas, let me know. Discussion ensued.

The alcoholic drinks that are served during the JLA during the fair has caused some concern with our beer vendor. Our beer vendor's biggest issue is their liquor license is being used for something they can't control which is a major liability to his business. One workaround is to purchase tickets from the vendor and hand those out as needed. Discussion ensued.

We are going to partner with the horse club this year during the county wide garage sale and sell some old stuff for some extra money. May 4-6<sup>th</sup> is the county wide garage weekend this year. Discussion ensued.

## 9. 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

Board President Rourke appointed Director Hickman to the finance committee.

- c. **NOMINATING COMMITTEE:** Billie Miller (Chairman), Chuck Sauer  
Director Miller was absent, Director Sauer had nothing to report.
- d. **JR. LIVESTOCK COMMITTEE:** Laura Taylor (Chairman), Wallace Brinkley  
Director Brinkley had nothing to report. Mike mentioned that JLC wants to buy a trailer for butcher processing. At this point, the JLC reserve account has about \$36,000. We also need a new small scale which the JLC will be paying for. Discussion ensued.

#### 10. AD HOC COMMITTEES

- a. **POLICY & BY-LAWS COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys  
Mike said that he would like to reiterate the cannabis events policies and would like the board to vote on a policy. Please add this to the agenda for the March meeting. Discussion ensued. Mike also said that he would also like to see the board create a grant adhoc committee. Discussion ensued.

#### 11. CORRESPONDENCE

- a. **2018 CALIFORNIA FAIRS ALLIANCE E-MAIL**  
This is a program that we paid to help spotlight county fairs at the state fair level. Discussion ensued.
- b. **CFSA – GENERAL LIABILITY AND WORKERS’ COMPENSATION**  
Mike said this is something we do every year and this year I opted to prepay the lump sum for a discount of 10%. Discussion ensued.

#### 12. OLD BUSINESS

- a. **DISCUSS AND APPROVE DECEMBER 2017 FINANCIAL REPORT (TABLED FROM 1/18/18 MEETING)**  
Director Anderson motioned to approve the December 2017 financial reports, seconded by Director Hickman and passed unanimously.

#### 13. NEW BUSINESS

- a. **DISCUSS AND/OR APPROVE CANNABIS EVENTS**  
Mike said he would like to table this topic until we get a chance to discuss it with High Times. Discussion ensued. Director Brinkley motioned to table the item until next meeting, seconded by Director Eggleston and passed unanimously.
- b. **DISCUSS AND/OR APPROVE FAIR CAMPING POLICY CHANGES**  
Mike said that he would like to thank Homer Yates for helping us define some of the changes in the purposed fair camping policy. Discussion ensued. Director Eggleston moved to approve the fair camping policies, seconded by Director Anderson and approved unanimously.
- c. **DISCUSS AND/OR APPROVE CONCERTS**  
Mike said that we really took a hit last year with the concert series. Most of our losses came from the first event. My question is what does the board think? Discussion ensued. Director Keys suggested having local musicians and charge a lot less at the gate. Possibly have food and craft vendors as well. Discussion ensued. Director Brinkley mentioned that he would like to see the fair host fundraisers or concerts outside of Hayfork and possibly in Weaverville. He said that just because an event is sponsored by the fair, does not mean we have to have all events at the fairgrounds. Discussion ensued. Director Brinkley moved to table this item until the March meeting, seconded by Director Eggleston and approved unanimously.
- d. **DISCUSS AND/OR APPROVE BAG CHECK POLICY AT THE FAIR**  
Director Keys motioned to table this item until the policy committee is able to write up a policy for the board to adopt, seconded Director Eggleston and approved unanimously.

e. **PREMIUM BOOK ADVERTISEMENT DRAWING FOR TOP 3 SPOTS**

Board President Rourke drew 3 random names from the pool of 5 entries for the top three premium book ad spots. The first drawn was Tri-Counties Bank for the premier spot (back cover), then Ernie's True Value was drawn and finally Bayley's Lumber was the third.

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

<b>EVENT RENTAL AGREEMENTS</b>	<b>FAIR VENDOR AGREEMENTS (2018)</b>
RA18-11e TCRCO (All day Meeting) RA18-12e EMILY ALLAN (Birthday Party) RA18-13e CARLY SANCHEZ (20 <sup>th</sup> HHS Reunion)	CON18-01 WE COOK FOR YOU (Fair Concessionaire) CON18-02 DOGS ON THE ROLL (Fair Concessionaire) CON18-03 RITA'S OF REDDING (Fair Concessionaire) COM18-03 KALIMBA BASKETS (Fair Vendor) SA18-01 BRASS RING AMUSEMENT (CARNIVAL)
<b>ANNUAL AGREEMENTS</b> RA18-08a ELSIE SMITH (Horse Stall Rental)	<b>FAIR JUDGING AGREEMENTS</b> JA18-01 KYLE WOOD (LG ANIMAL & ROUND ROBIN) JA18-02 MIKE PORTLOCK (RABBIT MEAT PENS)

Director Brinkley moved to approve the new agreements and contracts, seconded by Director Dummer and approved unanimously.

**DIRECTORS' REPORTS**

**Billie** – not present.

**Adam** – Do we still need an engineer to look at the dining hall roof? If so, try Trinity Valley Consulting Engineers.

**Chuck** – Nothing to report.

**Carol** – Nothing to report.

**Sharon** – Nothing to report.

**Dennis R** – I would like to add a discussion to the next board meeting regarding Director travel expenses.

**Wallace** – Nothing to report.

**Dennis A** – Mad River Lions is hosting a crab feed for just \$25 in the community center.

**Adrien** – I have been nominated to take a position as a director for the Trinity Trust. Discussion ensued.

**14. ADJOURNED**

Adjourned by Director Rourke at 9:20pm

**Submitted By:**

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*Mike Fillette, CEO*

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*Dennis Rourke, TCFA President*