

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

Trinity County Fair
WEAVERVILLE LIBRARY – 351 MAIN STREET
WEAVERVILLE, CA 96093

Zoom Link Info:

Meeting ID: 838 6216 5736
Passcode: 563223
Dial In: 1-669-444-9171

**March 16th 2023
6:30 PM – Open Session**

Board of Directors

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 nd District
Margie Watkins, Director, 1 st District	Adam Dummer, Director, 4 th District
Adrien Keys, Director, 3 rd District	Jenny Millsap, Director, 5 th District
Chuck Sauer, Director	Donny Case, Director
Terra Kephart, 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. President hands the gavel to Vice President Director Michael Thompson to take lead on the meeting in his district.

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. Directors present in person: Keys, Watkins, Dummer, Rourke, Thompson, Kephart.
 - 1. Director Rourke moves to approve the absences of Directors Sauer, Case, and Millsap; Director Dummer seconds the motion; Motion carries unanimously.

3. INTRODUCTION OF GUESTS / STAFF

- a. District 1 Supervisor Ric Luetwyler, District 3 Supervisor Liam Gogan, and Krista Hymas.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

5. CONSENT AGENDA & MINUTES

- a. Director Keys moves to approve March 16th, 2023 Agenda and the February 16th, 2023 Meeting Minutes with corrections to Agenda Item 9.C. Nominating and Director Adam Dummer; Director Kephart seconds the motion; Motion carries unanimously.

6. APPROVE FEBRUARY 2023 FINANCIAL REPORTS

- a. Director Watkins moves to approve; Director Rourke seconds the motion; Motion carries unanimously.

7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

8. CEO'S REPORT

- a. Thank you for coming tonight to our 1st Outreach Board Meeting for 2023, we placed a few handouts around.
- b. Some of what I'm speaking about tonight will be a repeat from our Annual Meeting, but I wanted to make sure that we cover the exciting things we have going on at the Fairgrounds.
- c. Fair Buzz Newsletter – Comes out once a Quarter and this Quarter's Business Partner is Trinity PUD, a copy is included in the handouts.
- d. Advertising in the Exhibitors Handbook - again this year our Exhibitors Handbook will be over 100 pages with over \$9000 in advertising. This really creates an avenue for us to have the money for more advertising of not only the Fair, but other events like Bigfoot BBQ and the Harvest Festival & Freedom Rodeo in September! I want to thank our team in the office for the excellent work they have done contacting and following up with the businesses in Trinity County!
- e. Fairgrounds update after the snow storm last week, we did incur a lot of damages to our trees, some fences due to downed trees, and our Dining Hall Swamp Cooler was hit by a falling branch. We are still evaluating the damages and have turned in an incident report to Trinity County Risk Management of the immediate safety hazards. I'm in the process of getting quotes for removal of the larger limbs that are safely out of our reach, and the huge trees that we will need to remove due the amount of damage from the heavy snow. The most hazardous tree is at the Rotary Booth, a very large Fir Tree split in half and the largest branch is resting on another tree, so we will need to remove it first before more damage occurs. I will update the Board later this month after we get the quotes and evaluate the entire Fairgrounds. Watershed has offered to come in and chip the smaller branches, and our staff will take care of anything large enough to dry and cut into firewood for the community, Watershed will be on the Fairgrounds Monday of next week. I did give copies of some of the photos that were taken of the fallen trees and branches to the Board tonight.
 - 1. We have one bid on the tree removal as of now for \$15,000.
- f. Regina Smith won the Cake Bake-Off Competition with her Almond Berry Bundt Cake and the recipe will be listed under Division 613 in the Exhibitors Handbook, where Exhibitors can make and enter the cake. Sue will have a P&L for that event next month at the Board Meeting, but we grossed between \$1300-\$1500.
- g. Going forward we have events planned for every month.
 - 1. This Saturday we had to cancel the St' Patty's Day Enduro Race due to the amount of snow and water on the track, but we are having a St. Patty's Day BINGO at 6:00 pm, Progressive Pot is up

to \$300, and we will have Green Beer and Green Seltzers, along with our first Pizza and Soft Serve Ice Cream Bar.

2. April 1st is the Fair & Hayfork Boosters Calcutta we have tickets available tonight for \$100, which includes a Steak Dinner for 2 and a chance to win \$5000.
3. April 9th we are hosting our Easter Bazaar, Kids Craft Fair, and Hayfork Lions Club Easter Egg Hunt, we teamed up with the Lions Club to make it a larger event with Food, Soft Serve Ice Cream and Vendors.
4. Our Annual Bigfoot BBQ Competition is scheduled for May 12th – 14th, we changed the daily format and added Brisket and an Axe Throwing Vendor with an Axe Throwing Tournament on Sunday before the Awards Ceremony in the afternoon.
5. May 27th will be our Mother's Day BINGO with Door Prizes for the Moms and a Mimosa & Wine Bar.
6. June 17th we are planning a Father's Day BINGO with Door Prizes for the Dads and Craft Beer Bar.
7. Fair is July 13th – 16th this year, and we have changed the daily format and pricing, there will not be individual tickets sold presale, except for All Day Ride Tickets, we have adjusted the presale pricing to wristbands for Gate Entry, Logging Show, Destruction Derby and Enduro Race, there is also the option to buy an All Access Pass Wristband that gets you into everything. Seniors can get a Free Wristband to get into the Fair all 4 days FREE, we did this because we couldn't discount Senior's the last 3 years during the Pandemic, we included the Presale Forms in the handouts and we can answer any questions after the meeting, Wednesday will be an Open House so anyone who wants to come early for Fair Food, look at the Animal Exhibits or Play in the Texas Holdem' Tournament in the Dining Hall are welcome with No Entry Gate Fee; Thursday is Indigenous People & Friends of the Fair Day, and we are starting Fair off with our Fair Parade at 5:00 pm, followed by the Friends of the Fair Reception and Craft & Dessert Auction at the Homestead; Friday is still Kids Day and we are having more of the kid related events that day, like Bike Races, Tractor Races, etc. and the Logging Show was moved to Friday night with a small Gate Fee to help increase the prize purses; Saturday is Jr. Livestock Auction Day and the Destruction Derby will be that night again and probably sell out so make sure to get your Presale Wristbands early; Sunday is Free Gate Entry Day for everyone, and the Senior Birthday Party was changed to Trinity County Residents Reception with Hors'd and Music, come and meet your neighbors and view Historic Photos of Trinity County, the final event of the night will be the Bigfoot Enduro Race; there is a competition to name the Trinity County Mascot Baby Bigfoot, the winner will receive their choice of a All Day Ride Wristband or an Arena Event Wristband, we also have flyers out for this. I won't go into the rest of the year, we will share those events at our Semi-Annual Meeting in June, but we are scheduled to have the Harvest Festival & Freedom Rodeo September 8th – 10th.
- h. The Power Relay Switch is installed, but due to the size of the generator required to run it and the special cords we aren't able to offer our services during power outages yet. I am working on putting together a grant to purchase a generator to support this system. I did apply for a grant to offset some of the costs of upgrading our electrical pedestals at the North Campground; and another grant to purchase a skid steer, to help with grounds maintenance, Jr. Livestock support, and snow removal. I should hear back on both grants sometime in June.
- i. I was going to update the Board on our progress regarding the State Safety Inspection, but that was delayed due to snow and rain, maintenance has been dealing with snow removal, flooding in buildings and barns and safety hazards from falling trees.

9. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Director Dennis Rourke (Chairman), Director Michael Thompson, Director Marjie Watkins (Finance Committee Chair), Carrie Bayley
- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson, Sue Erenberger, Carrie Bayley
- c. **NOMINATING COMMITTEE:** Director Chuck Sauer (Chairman), Director Adam Dummer
- d. **JR. LIVESTOCK COMMITTEE:** Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Director Michael Thompson, Director Marjie Watkins, Carrie Bayley
 1. See attached minutes. Discussion as follows.
 1. Buyer's List will hopefully be ready by the next meeting.
 2. Still discussing Brunch or McBubba's.
 - a. Steak sandwiches at lunch.
 3. Jenni started ShoWorks – May 24th is the go live date.
 4. Animal Count for FFA
 - a. 10 Steer
 - b. 54 Hogs
 - c. 6 Lambs
 - d. 8 Goats
 - e. 1 Independent Goat
 5. Same processors as last year
 - a. Siskiyou is the default.
 - b. There was a question about if a Buyer contacts independent processor (Hayfork Discount for example) could the meat go there.
 - i. Still trying to figure all that out.
 6. Our recommendations are on the Agenda tonight for approval.
 7. By Laws have been tabled for April Meeting
 8. We are going to hold off on Panels until we have exact numbers on animals in.
 9. Grand & Reserves Plaques are being made by THS Woodshop.
 - a. Steer Barn possibly get a new wood sign.
 10. April 5th is our next meeting and is scheduled for Hayfork at 6:00 pm in the Dining Hall.
 11. Director Thompson: Just some clarifications
 - a. Some of the committee members are not sure about the new Exhibitor Fee. They are just unsure as to what that money is going to pay for.
 - b. There were questions about what Sue and Christina's rates are for helping on Auction Day.
 - c. Also questions about what the Independent Exhibitor duties are.
 - e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine
 1. CEO Bayley: A couple Enduro Races got cancelled.
 1. St. Patty's Day Enduro got cancelled due to the weather conditions.
 2. Truck Derby also got cancelled, no interest from locals and that's who we would put it on for.
 2. We are going to schedule a Motocross meeting soon to hopefully try and get that up and running.

10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Carrie Bayley, Christina Wine

- b. **GRANTS & FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Carrie Bayley, Christina Wine, Teresa Miller
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt
- d. **VOLUNTEER COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Teresa Miller, Christina Wine
 - a. Director Kephart takes over Chairman.
 - b. Working on securing volunteers for upcoming events.
 - i. Director Rourke commits to being a Spotter at Calcutta on April 1st.
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Chuck Sauer, Director Adrien Keys, Carrie Bayley, Christina Wine
- f. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Laurel Dummer, Jud Frietas, Carrie Bayley, Christina Wine
 - a. We tried to have a meeting a couple different times but had to postpone due to weather conditions.

11. CORRESPONDENCE:

- a. Trinity County 2050 General Plan

12. NEW BUSINESS

- a. Approve Exhibitor's Handbook Advertisement for Back Outside Cover, Front Inside Cover, Back Inside Cover by drawing entries.
 - 1. Director Keys moves to approve; Director Dummer seconds the motion; Motion carries unanimously.
 - 1. Front Inside – Trinity Theater
 - 2. Back Inside – Wiley's Market
 - 3. Back Outside – Big Valley Properties
- b. Approve Jr. Livestock Recommendation to raise additional small animal processing fee to \$20 per Turkey and/or Rabbit/Poultry pen.
 - 1. Director Rourke moves to approve Jr. Livestock Exhibitors ONLY additional small animal processing fee; Director Thompson seconds the motion; Motion carries unanimously.
- c. Approve Jr. Livestock Recommendation Dedicating 2023 Jr. Livestock Auction in Memory of Alan Schuffleburger.
 - 1. Director Dummer moves to approve; Director Watkins seconds the motion; Motion carries unanimously.
- d. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

BIGFOOT BBQ COMMERCIAL AGREEMENTS BBCOM23-01 KDK BALLOONS & ENTERTAINMENT BBCOM23-02 RAYMOND ZHEN BBCOM23-03 SHELBY'S TOY BOX BBCOM23-04 HERNANDEZ JEWELRY & TOYS BBCOM23-05 LEAF FILTER GUTTER PROTECTION STANDARD AGREEMENTS SA23-01 DINSMORE STORE (BANNER) SA23-02 ATM PLUS SA23-03 HAYFORK CLEANING SERVICES SA23-04 SHARP ELECTRIC SA23-05 JAKE PARNELL	FAIR ENTERTAINMENT AGREEMENTS EN23-01 JEREMY THE JUGGLAR EN23-02 GOTCHA COVERED BAND EN23-03 RICHARD AIMES (MENTALIST) EN23-04 SHAWN ERIC (MAGICIAN) EN23-05 POWERHOUSE PERCUSSIVE DANCE
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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 Thompson at 7:35 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President