

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

**MEETING MINUTES**

Trinity County Fair

**BOARD ROOM – 6000 Hwy 3 (DIRECTORS ONLY)**

Hayfork, CA 96041

**Zoom Link Info:**

Meeting ID: 847 8160 1071  
Passcode: 491796  
Dial In: 1-669-900-6833

**November 18, 2021**

**6:30 PM – Open Session**

**Board of Directors**

Dennis Rourke, President	Sharon Eggleston, Vice President
Wallace Brinkley, Director, 1 <sup>st</sup> District	Michael Thompson, Director, 2 <sup>nd</sup> District
Adrien Keys, Director, 3 <sup>rd</sup> District	Adam Dummer, Director, 4 <sup>th</sup> District
Justin Bailey, Director, 5 <sup>th</sup> District	Chuck Sauer, Director
Donny Case, 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 Eggleston at 6:30 pm.

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

a. Directors Eggleston, Bailey, Sauer, and Case were present in person; Director Dummer was present via Zoom; Directors Rourke, Keys, Thompson, and Brinkley were absent.

**1.** Director Bailey moves to approve absences; Director Case seconds; Motion carries unanimously.

### **3. INTRODUCTION OF GUESTS / STAFF**

- a. Michael Wine (Camp Host/Security) present in person. Krista Hymas and Jenni Brookins were present via Zoom.

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

### **5. CONSENT AGENDA & MINUTES**

- a. Director Dummer moves to approve November 18<sup>th</sup>, 2021 AGENDA and the October 21<sup>st</sup>, 2021 MEETING MINUTES with corrections made to the October 21<sup>st</sup>, 2021 MEETING MINUTES; Director Bailey seconds the motion; Motion carries unanimously.

### **6. APPROVE OCTOBER 2021 FINANCIAL REPORTS**

- a. Director Sauer moves to approve the October 2021 Financials; Director Bailey seconds the motion: Motion carries unanimously.

### **7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES**

### **8. CEO'S REPORT**

1. Today is my 2 Year Anniversary as your Fair CEO!
2. We received a 'Certificate of Recognition' from Secretary Ross, for our support of the COVID-19 Pandemic by providing sites for Testing and Vaccination Clinics, adapting our Jr. Livestock Program to include the option of a Virtual Auction, and having safe Fairs and events.
  - a. We also received a check for \$285,000 from the Targeted Support Application that we submitted for the \$50 million dollar funding that Governor Newsom allocated to Fairs.
3. Our fairgrounds was selected to receive the Public Safety Power Shutoff PSPS Mitigation Grant. CCA will manage the construction of the PSPS transfer switches, I will work with CCA as the representative for our fairgrounds. We will be required to put down 20% of the total grant and then we are reimbursed as the work progresses, it equates to around \$16,000 that we will have tied up until the project is completed, which currently is no later than September 2022. We will be able to utilize the transfer switches at any time our power is turned off or goes out for any reason. Switches will provide power to the Fair Office, Commercial Building and Dining Hall. I do believe the Exhibits Office, Floriculture, Mining and Minerals and the 4H Building are all on the same Main Fuse Box, so they should run also. We will know more about this when we receive the complete project paperwork.
  - a. Director Bailey – "Is one of the switches going to power Maintenance?"
    - i. CEO Bayley – "Not that I am aware of, we might have 1 extra switch that we could look into using for Maintenance."
4. We received our payment from CalFire and our 1<sup>st</sup> payment from USFS, we should see the final payment from USFS before the end of December, and that will put us around \$250,000 in fire camp revenue this year.
5. We are starting the process to upgrade the Dining Hall Kitchen to Commercial Standards, which Rotary was able to get a grant for the majority of the costs. I am ordering the Commercial Freezer, Refrigerator, and Handwashing Sink and will be picking up the materials for the flooring in January. Still working on getting a floor contractor to lay the tile. The overall project is around \$7,800. We may need to raise a little more money if the costs continue to rise, that's why I'm trying to get everything purchased as soon as possible.
6. Fall Manager's Conference Recap – Award & Check
  - a. Fire Camp Rates have been increased with no weekly discount, similar to what other fairs are doing, recommended instead of doing a walk thru before and after fire camp to add an additional day for any damages with qualification that anything over a specific dollar amount be additional (i.e. parking lot, electrical)
  - b. Create a Fire Camp map showing where things cannot be placed, this prevents damages that come up after demobilization.
    - i. Shasta District Fairgrounds only works with CalFire not USFS.
  - c. Recommended we take a look at your hours of operation for Fair, most fairgrounds open earlier and stay open later than they need to which wastes labor, we will be adjusting our hours accordingly. Commercial vendors complained that in 2019 they didn't have any traffic after 7:00pm and before noon.
  - d. EGaming is becoming a big attraction for fairs, I will look into a company that may be able to provide a small EGaming area and see how it goes.

- e. Working with Lassen and Plumas County to get a carnival to travel to all 3 fairs (Lassen 3<sup>rd</sup> week in July, us 4<sup>th</sup> week in July, and Plumas would move to the 1<sup>st</sup> week in August)
    - i. John CEO at Plumas County Fairgrounds will be the Head of Organizing this.
  - f. Promote more exhibits by allowing exhibitors to sell their entries, the smaller fairs have implemented this with Baked and Canned Foods, enter 5 for judging and they can sell 4, but they have to handle the sales after judging for baked goods and after exhibits close for all other non-perishable goods.
  - g. THE MAIN MESSAGE AT THIS YEAR'S CONFERENCE WAS TO REMEMBER:
    - i. "We're making memories, not curing cancer"
7. There is a 150-million-dollar Resiliency Fund for City and County Emergency Services Facilities, CDFA is trying to get some of this funding for Fairs but encouraged us to work with our City and County to apply for funding also, since we are the main OES facility in Trinity County.
  8. Well Committee, we met and are still working on costs for different ways to use the water. Talked to Craig Hair and using the water in trade won't work due to all the requirements. Jim White is still working the proposal for tying into our current irrigation, which wouldn't require any regulations from Environmental Health.
    - a. Ideas for the Well following the meeting
      - i. Brewery – Hops
      - ii. Bottling Water
      - iii. Worm Castings
      - iv. Irrigation
  9. Roof & Ceiling for Floriculture Building is coming along with demolition of the current ceiling, then we will need to seal all the leaks in the roof and snow coat it before replacing the ceiling.
    - a. Dedicate the Building to the Log Cabin Quilters Guild.
  10. Board of Supervisors approved our 2022 Budget, I wasn't able to attend the meeting since it was scheduled while I was in Sacramento at the Fall Manager's Conference.
  11. Fundraisers – There were flyers at your seats of the 2 Holiday Events we have planned. As you can see, we have the decorated Christmas Trees here for the Festival of Trees and Christmas Bazaar on December 12<sup>th</sup>. Pancakes with Santa is scheduled for November 28<sup>th</sup>, Sunday after Thanksgiving. Tina and I will be at the Lewiston Bridge Lighting to sell Raffle Tickets and Pancake Tickets.
    - a. Four Themed Christmas Trees
      - i. Outdoor / Sports / Camping
      - ii. Mystery Tree
      - iii. Around the House Tree
      - iv. Kids Tree

## 9. STANDING COMMITTEES

- a. **EXECUTIVE COMMITTEE:** Dennis Rourke (Chairman), Sharon Eggleston, and Finance Committee Chair
- b. **FINANCE COMMITTEE:** Wallace Brinkley (Chairman), Sue Erenberger, Carrie Bayley
- c. **NOMINATING COMMITTEE:** Chuck Sauer (Chairman), Adam Dummer
- d. **JR. LIVESTOCK COMMITTEE:** Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Michael Thompson, Wallace Brinkley, Carrie Bayley
  1. Krista Hymas - No Meeting until January. Happy Thanksgiving Everyone! I need to get together with Sue to finalize things.

## 10. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Sharon Eggleston (Chairman), Adrien Keys
- b. **COVID COMMITTEE:** Wallace Brinkley (Chairman), Chuck Sauer, Carrie Bayley, Jennilea Brookins, Christina Merritt, Krista Hymas
  - a. No Mask Mandate in Trinity County; only in areas like the Doctor's Office, etc.
- c. **GRANTS & FUNDRAISING COMMITTEE:** Director Eggleston (Chairman), Carrie Bayley, Christina Wine, Karen Leadbetter
- d. **PREMIUM BOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Karen Leadbetter, Jennilea Brookins, Christina Merritt
  - a. We will start working on the Premium Book in January.

- e. **VOLUNTEER COMMITTEE:** Donny Case (Chairman), Adrien Keys, Justin Bailey
- f. **WELL COMMITTEE:** Adrien Keys (Chairman), Donny Case, Chuck Sauer, Carrie Bayley

**11. CORRESPONDENCE:**

- a. F2021-10 Fair Training Reimbursement Final \_ADA
- b. FY 2021-22 Training Reimbursement Form
- c. 2022 Schedule of Fees

**12. NEW BUSINESS**

- a. Approve 2022 Schedule of Fees
  - 1. Director Bailey moves to approve; Director Case seconds the motion; Motion carries unanimously. Discussion as follows:
    - 1. Commercial Building went up \$50.00
    - 2. Exhibit Hall went up \$50.00
    - 3. Homestead went up \$100.00
    - 4. Horse Arena went up to \$500.00 per Event
    - 5. Small Lawn Stage went down \$50.00
    - 6. Parking Lot went up \$100.00
    - 7. TCFA Memberships now \$25.00
    - 8. Commercial Outdoor Fair Booth Fee
      - a. 10x10 - \$175.00
      - b. 10x20 - \$225.00
      - c. 10x30 – \$300.00
      - d. Over 10x30 - \$500.00
    - 9. Premium Book Ads went up \$5.00
      - a. We now offer inside color pages
  - 2. Director Bailey asks if Concert and Grandstands - \$25.00, only if we put on a concert, right?
    - 1. CEO Bayley – Yes. I am currently working on getting 3 bands. We have \$18,000.00 in Sponsors from this year towards Entertainment. I want to put together a VIP Section, possibly with rolled out fake grass, food, beverage and seating.
      - a. VIP will be based off a \$3,000 - \$5,000 sponsorship. I would like to have a total of 8 VIP's; Currently we have 4.
  - 3. Fire Camp Rates went from a weekly rate to a daily rate. This is based off of what they actually use.
    - 1. Director Dummer – On the reclaimed water hydrant; Who keeps track of that?
      - a. CEO Bayley – There was some damage to the overhead hose; We don't have someone to monitor that Hydrant; Jeremiah is working on security cameras on that hydrant so we can then monitor it from the Office.
    - 2. Director Dummer – Does it have a construction meter on it? That could be a possible way to track it.
      - a. CEO Bayley – Only 1 hydrant has treated water; I will look into a construction meter; I like the idea of reading it in the Morning and then again at Night.
- b. Approve 2022 Annual Agreements
  - 1. Director Bailey moves to approve; Director Sauer seconds the motion; Motion carries unanimously.
- c. Approve TCFA 2020 Audit – TABLE UNTIL NEXT MEETING
  - 1. Director Dummer moves to table topic until next meeting; Director Bailey seconds the motion; Motion carries unanimously.
- d. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<b>EVENT AGREEMENTS</b> RA21-16e Community Drive-Thru Thanksgiving Dinner RA21-17e Pancakes with Santa RA21-18e Festival of Trees RA21-19e Jayme Bayley Sheriff Fundraiser	
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RA21-20e Trinity County Public Health RA21-21e Trinity 4-H Favorite Foods Day RA21-22e Trinity Arts Council Art Exhibit/Wine Tasting	
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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**

*Adam "Happy Thanksgiving, Happy Holidays! Carrie keep up the good work!"*

*Chuck "Happy Thanksgiving Everyone!"*

*Michael*

*Sharon "I hope we have a successful Tree Fundraiser!"*

*Wallace*

*Adrien*

*Justin "Be safe during the holidays."*

*Donny "Be safe during the holidays, and Happy New Year!"*

*Dennis*

**15. ADJOURNED**

Adjourned by Director Eggleston at 7:45 pm.

**Submitted By:**

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*Carrie Bayley, CEO*

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*Sharon Eggleston, TCFA Vice President*