

TRINITY COUNTY FAIR ASSOCIATION
BOARD OF DIRECTORS'
MEETING MINUTES

Trinity County Fair
Boardroom - 6000 Hwy 3, Hayfork, CA, 96041

Zoom Link Info:

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

August 17th, 2023

6:30 PM – Open Session

Board of Directors

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 nd District
Marjie 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 6:15 pm

2. ROLL CALL – DETERMINATION OF A QUORUM

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

3. INTRODUCTION OF GUESTS / STAFF

- a. Krista Hymas, Jennilea Brookins

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

5. CONSENT AGENDA & MINUTES

- a. Director Dummer moves to approve August 17th, 2023 AGENDA and the June 15th, 2023 MEETING MINUTES (Semi-Annual and Regular Board Meeting) with corrections; Director Thompson seconds the motion; Motion carries unanimously.
- a. Corrections: change Eggleston to Kephart in Roll Call.

6. APPROVE JUNE AND JULY 2023 FINANCIAL REPORTS

- a. Director Thompson moves to approve the June Financials and table the July Financials until next meeting; Director Sauer seconds the motion; Motion carries unanimously.

7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

8. CEO'S REPORT

- a. Employee of the Quarter – Shelby Proud.
- b. CFA Board Recap
 - 1. Legislative Update: Lack of knowledge by Congress on how Fairs are funded, or not funded, realizing very little funding from the State of California, McGurie supports more funding to stabilize Fairs. He is pushing to trade OES and Fire Camps at no fee in exchange for consistent annual funding of Fairs. This is good for fairgrounds that are not activated as OES or Fire Camps but would affect fairgrounds like Siskiyou who consistently see Fire Camps year after year, they went from Fair ending on Sunday, to a Fire Camp beginning on Thursday of this week. CFA is looking at a proposal that would be beneficial to both fairgrounds that house OES and Fire Camps and those that seldom or never have.
 - 2. CDFA was pushing to get funding from AB1499 money for administrating the allocations, but that was defeated, and the State has agreed to fully fund CDFA for the near future; this will probably come up again, especially when the State looks at areas to cut funding.
 - 3. AB1499 funding is still being allocated in 2023 or early 2024, the final details will be given to us in November at the Fair Managers Conference.
 - 4. Most Fairs are seeing the number of attendees at Fairs staying and, in some cases, increasing so far this year, but a decrease in money per attendee compared to 2021 and 2022; the feeling is the post-pandemic dollars have gone away and people are starting to feel the results of the recession.
 - 5. Golden Gate Fields is closing, which is causing some concern with the California Authority of Racing Fairs and how this is going to affect Horse Racing on the Fairgrounds.
- c. Maintenance is still busy working on repairs, especially to restrooms; we are struggling with parts being available, the men's restroom in the commercial building will be ready before the Harvest Festival. We are looking and replacing the toilets with handle flushers to the self-flushing, people don't like to touch the handles, so they kick them with their shoes which then causes them to leak and eventually spray everywhere. We have decided to change our janitorial contract, maintenance will clean all buildings and Hayfork Cleaning Services will take care of our larger events (Bigfoot BBQ, Fair & Harvest Festival).
- d. Final P&L on Bigfoot BBQ was just under \$10,000 profit. \$10,000 has been our goal since we took over doing this event in-house.
- e. I would like to recommend we look at an Equestrian Standing Committee, the Horse Events are really suffering from lack of participation and insurance regulations that make it harder for people to utilize the fairgrounds. I think if we go at it like we have with Motorsports, we can hopefully turn this around.

It would be a shame if we didn't utilize the facilities we currently have. When I moved back in 2003, there were gymkhanas at least twice a month, except during the winter.

- f. Jill Cox contacted me regarding the Economic Development Meetings she has been attending, which unfortunately has been scheduled when I have other meetings or events. I explained a little of our financial history with her, how we currently have 140 acres of County Land with State owned buildings, the annual funds of over \$200,000 that were initially given to the Fairgrounds ended in the early 2000's, it was replaced with \$53,000 for our size fairgrounds from the State and under the new County Contract we receive \$50,000. So we are given a total of \$103,000 to manage the entire fairgrounds and put on the Annual Fair, as you can imagine \$100,000 doesn't even cover wages let alone utilities, insurance, repairs, etc. I followed up with some more specifics:

1. HVAC, swamp coolers from the 1970's are failing and all of our Fair Buildings currently have little to no air conditioning, and older propane heaters are inefficient, estimated cost for Mini-Splits \$40,000 and up.
2. Exhibits Office Roof leaks to the point that we cannot use it at the current time estimated cost \$15,000.
3. Commercial Building Floor, original concrete floor from the 1960's, needs to be ground down and repaired then coated, this building is also used for Roller Rink for Hayfork Youth, so requires special flooring estimated cost \$50,000.
4. Repair and Chip-Seal parking lot and fairgrounds roads, estimated cost for parking lot in 2021 was \$120,000.
5. Generator to run Power Relay for Emergency Power Outages for 5 buildings, Relay Switches were installed with Grant Funding from California State, requires 100kw Generator estimated at \$15,000.
6. Dining Hall Roof, roof currently leaks, maintenance is constantly having to patch, estimated at \$15,000.
7. Electrical repairs in RV Sites, due to safety reasons 18 sites were done in 2023 at a cost of \$60,000, funded by TCFA revenues; still need to upgrade 60 remaining sites.
8. Electrical upgrade in Large Animal Barn, Steer Barn was done in 2020 with TCFA revenues, estimated cost \$20,000.
9. Install sprinkler system, attach to Well that was donated by Shasta Drilling, provides 35-40 gallons per minute which would accommodate watering the entire grounds, estimated cost at \$20,000, currently spend \$30,000+ annually on water, so this would pay for itself in one year.

- g. Discussion as follows:

1. Director Kephart: Do we have control over when the Carnival started?
 1. He set the times, he has to pay his employees and can't afford to pay them full days when know one shows up until later in the day.
 - a. He lost over \$26,000 this year. He doesn't ever make any money on our Fair but to lose that much money was a loss.
 - b. If he decides to not come back, we can try and piece together a carnival or talk about moving the Carnival to May.
 - i. We moved Fair to July for the Carnival, if we have no Carnival will we be moving Fair back to what it was?
 1. We need to know for breeding dates, and the Breeders.
 2. We were supposed to slowly move Fair 2 weeks ahead over the next couple of years, but decided to move it a month ahead and have this date set for the next 3 years.

2. We had a lot of the vendors complain about the attendance. We probably won't have some of them attending next year.
3. The heat was an issue this year, we need more cooling down stations and Teresa is working on getting pallets of water donated through Pepsi.
 - a. The only issue with that is our vendors biggest seller is water.
 - b. We will look into making the Dining Hall another cooling station and adding misters anywhere we can.
 - c. Jr. Livestock had plenty of waters, but there was an issue with people just coming and taking their waters back to their campsites.
4. We will be cutting presale off earlier next year, we will be selling tickets until the Friday before Fair.
5. We need to space out Cornhole and Horseshoes, they are scheduled to close together.
6. We are looking into getting a grant for and AED. We had a lady go down this year at Fair and having one of those on hand would have been beneficial.
7. For the Logging Show we need a Jr. Choker Set or even a demonstration available at the show.
 - a. Youth can go after the Adult Choker Set.
8. We need Ice on site and a lot of it, we had some issues with running out of ice.
9. Next year we will hire 2 Maintenance guys to help out JLC.
 - a. We need to order "Big Ass Fans" (that's what they are called).
 - b. We need to put in the rules for next year only 2 weigh ins will be accepted.
 - i. Director Thompson: I was asked to run an animal back through because they didn't like the sale.
10. We will be trying to get our staff CPR training.
11. Can we get the security gate moved to the South Gate restrooms.
 - a. We can't because people will get in if they're camping and not pay to walk into the Fair.
 - b. We need the Adults and Leaders to make sure the gates are locked.
12. No bikes will be allowed at all at next year's Fair. There were too many issues this year.

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. We had a good turnout for this month's meeting!
 2. Total on the sale is \$702,000 without add-ons.
 3. I updated the list of new Buyers.
 1. Other Fairs are trying to get ahold of our Buyer's list.
 4. Olsens went well – Bryan has the results.
 5. We had some issues with Redwood Meats – I will reach out to them.
 6. We are looking for a new Large Animal Judge.
 1. No fraternizing with families.
 - a. In State Rules
 - i. Add to Judges contract – New Business – September Meeting

7. Every animal that got on the truck made it off the truck.
8. By-Laws will be starting up again, hoping to finalize them soon.
9. Carrie took the panels to Siskiyou.
 1. We will have a list of repairs for the Board at the next meeting.
 2. Currently we have \$59,118.01 in our account
 3. Looking at purchasing Swamp Coolers to keep the animals cool. Bunnies were overheated this year.
 4. Richard tore the Porta-Coolers apart and in the inside of them it was covered in mud.
 5. We're talking about featuring the Top 10 Buyers next year.
 6. Jake Parnell was amazed by the outpour and generosity from our Community.
 7. There was some confusion as to why there were Chutes being auctioned off in the middle of sale.
 8. Some parents thought this would take away the kids money.
 9. Does anyone have pictures of the show and sale?
 10. There were issues with re-weighing. We need to put it out there that there will only be 2 times to weigh in, that's all.
 11. Looking into getting Flag Banners for Grand and Reserve for each species for the kids to take home with them.
 12. Michael will be the New Weigh Master.
 13. The future plan for when the animals come in, make sure no one is around to spook animals.
 14. We need staffing for Ambulance at the Show and Sale. We had 3 people go down this year.
 15. There were some issues with the scale. We had a couple people complain there was shaking of scales.
 16. We spent hours with the Scale guy this year teaching us how the scale worked and what needed to be done before each weighing.
 17. Work needs to be done with the Steer Scale.
 18. Ag Teacher at Trinity said due to staffing the Ag Mechanics class will not fall under FFA.
 - a. We will probably lose kids to this.
 19. We need to work on the Independent Exhibitor Packet.
 - a. Possibly make a subcommittee, we need to put an ethical clause in there.
 - b. At any time, you are released from a group you can't be independent.
 - c. Look at the Guidelines from other Fairs.
 - d. We need to designate a person to oversee the kids.
 - i. Buyers prefer Club Animals.
 20. Our Next Meeting is scheduled for September 12th at 6:00 pm in the Ag Room at THS.
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine
 1. Derby was a success.
 2. Everyone enjoyed the Truck Derby.
 1. The biggest purse for Truck Derby is \$10,000, I can beat that.
 3. Thank you to the Board for backing me.
 4. We had cars from all over California.
 5. The guy that won the Truck Derby was 71 years old!!
 6. I did over \$10,000 in the pits.

7. We need to blowout the grandstands for more seating.
8. The Enduro had 19 cars!
 1. The lady that got hurt in the end was NOT wearing her seatbelt.
9. We sold over \$500 in tickets.
 1. Next Enduro race is the Halloween Costume Race in October.

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
 - a. We have a meeting scheduled for Wednesday August 23rd at 3:00 pm
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt, Krista Hymas
- d. **VOLUNTEER COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Carrie Bayley, Teresa Miller, Christina Wine
 - a. We have a meeting scheduled for Wednesday August 23rd at 3:00 pm
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Chuck Sauer, Director Adrien Keys, Carrie Bayley, Christina Wine
 - a. Panel will be installed next week; I am researching ways that we can resell our water; possibly treat it after it leaves the tanks.
- f. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Laurel Dummer, Jud Frietas, Carrie Bayley, Christina Wine
 - a. We do nothing but Gate for the Rodeo, they do everything and bring everything.
 - b. We need to combine the Sponsor letters, so the businesses get just 1 letter instead of 2.
 - i. Director Millsap: The sponsor letters sent out will fully sponsor the CCPRA Rodeo, the Fair isn't responsible for that event.
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Director Jenny Millsap, Shelby Proud, Carrie Bayley
 - a. Youth Participants – 9
 - b. Youth Event Entries – 16
 - c. Adult Participants – 47
 - d. Adult Event Entries – 120
 - e. Payouts - \$4,550
 - f. Sponsors -\$3,910
 - g. Event Entry Fees - \$1,475
 - h. Gate – \$1,565
 - i. Some Ideas for next year
 - i. Change start time to 7:00 pm
 - ii. Add Women's Choker Set
 - iii. Modifications to the Log Roll
 - iv. Possibly move Bike Races to 6:00 pm before the Logging Show to get more kids involved.
 - v. Youth Choker Set after Adult Choker Set
 - vi. Add a Safety Rope on pole for Pole Climb
 - j. Total Profit without presale is \$2,400

11. CORRESPONDENCE:

- a. CFSA letter

- b. Thank you letter to Inmates
- c. Special Events – Vendor Coverage for Non-Sponsored Fair Events

12. NEW BUSINESS

- a. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

STANDARD AGREEMENTS SA23-19 Camacho Livestock, LLC SA23-21 Palomino Room, Liquor Contract HARVEST FESTIVAL COMMERCIAL AGREEMENTS HFCOM23-01 Cutco Cutlery HFCOM23-02 Hernandez Jewelry & Toys HFCOM23-03 Double “R” HFCOM23-04 Creative Prints by Hanna HFCOM23-05 Home on the Range	ENTERTAINMENT AGREEMENT FREN23-01 Chad Bushnell HARVEST FESTIVAL CONCESSION AGREEMENTS HFCON23-01 FIESTA FRESH GRILL HFCON23-02 SOFT AS SNOW RENTAL AGREEMENTS RA23-11e Seventh Day Adventists – Bike-A-Thon RA23-12e Celebration of Life – Amanda Gibbs RA23-13e Celebration of Life – Eddie Swanson
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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 Rourke at 8:30 pm

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President