

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

Trinity County Fair
TRINITY COUNTY FAIRGROUNDS BOARDROOM
6000 HWY 3, HAYFORK, CA 96041

Zoom Link Info:

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

OCTOBER 26TH, 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 6:30 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM

- a. All Directors were present in person.

3. INTRODUCTION OF GUESTS / STAFF

- a. Jerry Hlavac – Equestrian Events Committee Chairman
- b. Julia Brownfield – District 5 runner up.

4. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

5. CONSENT AGENDA & MINUTES

- a. Director Millsap moves to APPROVE OCTOBER 19TH, 2023 AGENDA and the SEPTEMBER 21ST, 2023 MEETING MINUTES; Director Thompson seconds the motion with correction to the date on the Agenda; Motion carries unanimously.

6. APPROVE SEPTEMBER 2023 FINANCIAL REPORTS

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

7. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

8. CEO'S REPORT

- a. Employee of the Quarter – There isn't one right now, I am taking requests from the Directors if they have someone in mind.
- b. CFA's next Board Meeting will be the Fall Manager's Conference, that I will be attending beginning November 6th; and I will have an update in November.
 - 1. CFA Emergency Board Meeting is tomorrow October 27th.
- c. Insurance Claim for Snow Damage – Section 6.4 Property Insurance: The Association shall maintain property insurance on the personal property listed in Exhibit B (All Buildings). The Association shall provide the County with a current list of all improvements and personal property consisting of vehicles and items valued at \$10,000 or more and provide a revised list on execution of this agreement. If the State discontinues Insurance coverage on the personal property, then the County shall insure said property. The County shall maintain property insurance on the improvements.
 - 1. I will find out what the state covers at the Fall Managers Conference.
 - 1. We will probably have to add an addendum to our MOU.
 - 2. Trindel will cover contract labor and materials, NOT maintenance labor.
- d. Well House building permit has been issued for the electrical and Jim is scheduling the inspection and electrical hook up from the power pole to the building.
 - 1. Hooking power are you filling the tanks?
 - 1. Not yet, we will run it in the spring.
 - a. Aquarium light to keep pump warm.
- e. Kristie and I have not met yet regarding selling water next year, so I didn't put it into the budget. We are working on a time to meet, I had to postpone due to family medical.
 - 1. I will report at the next meeting.
- f. Flyers for the Haunted Homestead, Halloween Enduro Race, Pancakes with Santa, and Festival of Trees. Halloween events are October 27th, 28th, and 31st. Pancakes with Santa and Festival of Trees are scheduled for November 25th and December 2nd along with the Christmas Lights Parade that will end at the Fairgrounds on December 2nd.
- g. Hmong New Year is happening early this year, in hopes for better weather, it is November 11th and 12th.
- h. Ticket Spice – Tickets are available to purchase online.
 - 1. I will put together a Powerpoint to show you how it works.

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
 1. Trash fees are high.
 1. Can everyone contact their District Supervisor on the issues with the trash fees?
 2. Gone through the review, they sent me the draft, it will be finalized once Carrie and Dennis sign the letter.
- 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. Financial Update: \$54,978.14
 1. Started ordering stuff and that also does not include the Fair costs that need to be deducted.
 2. We have 2 open spots on the Committee.
 1. Gabrielle Yarbrough
 2. Margie Watkins
 3. Independent Exhibitors must designate a letter of intent by December 1st, 2023.
 4. Judging
 1. For a Large Animal Judge, Bryan suggests we use Sierra June Myers or Rick Newburger (Fall River FFA Advisor).
 - a. We might want to start looking into Sierra as she gets booked for Fairs quickly.
 2. Melissa Mcgee is interested in doing Rabbits again this year, and Richard Shafer would like to do Poultry again.
 3. Krista will get with Christina to start contracts before she goes on leave.
 4. Bryan would like to hand over this to Jenni Brookins as she is more involved with this part.
 - a. Margie will assist her.
 5. Carcass Judging
 - a. Bryan reports that Larry has the data and will be getting that to the Committee and Carrie soon.
 6. Transport, Slaughter, and Processing
 - a. Will report at the next meeting.
 7. By-Laws needs one final meeting to finalize everything and will have it for review at the next meeting.
 8. Krista purchased Starlink and Carrie also purchased one for the Fair. So this will be available for the next auction.
 9. The binder of jobs will be ready by the first of the year and kept in the Fair Office.
 10. Independent Packet
 - a. Changes were made and a recommendation is on the agenda for approval of the Board.
 11. Next Meeting is set for January 10th, 2024 at 6:00 pm in THS Ag Room.
 12. Discussion on quorum.
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine
 1. We are going to do an Annual Contract with Fire Dept and Ambulance for next year.

2. We are serving pizza at the race.
 3. We are cancelling the November 11th Race.
 4. If Colusa doesn't lock in Truck Derby Truck Guys, they will give us the money they raise to do it here at Fair Intermission.
 5. We are hoping to have the Sponsorship letter out by November 13th this year.
 1. We are shooting for \$50,000 for 2024 Fair Derby.
 2. \$150 per vehicle entry.
 6. Next year we need to get new sprayers on the water truck.
 7. I would like to give Silver Top a plaque or banner and present it to them at the Annual meeting in January. Also a gift certificate for Russ and Teresa Newman for Café on Main in Weaverville for all they do for me at every race and derby.
 8. I would like to have a Demolition Derby Booth at Fair next year and display the history of Demolition Derbys, I think they started in 58'-61'
 9. Other ideas I have for intermission of Bigfoot BBQ race.
 1. Power wheels with balloons.
 2. Saran Balls with side by sides.
 3. Frozen T-Shirt contest.
 4. Mini Van Womens Race.
 5. Husband/Wife or couples Blindfold Race.
 10. Slip and Grip Enduro pot is \$1,000 and \$500.
- f. **EQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), [REDACTED], [REDACTED], [REDACTED], Carrie Bayley, Christina Wine
1. THLE will try and continue another year of operation.
 2. Need to schedule a meeting with Carrie.
 1. Insurance Company.
 - a. Waivers.
 3. We will have no more events this year.
 1. Waterline needs to be winterized.
 - a. Don't turn on the water at the Horse Arena.
 4. We are hoping to have a new President next year.
 1. Nominations are in November.

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. Bingo \$700 Progressive pot will be given out on the November 25th date.
 - b. We've had 2 Buncos so far and have got nothing but good feedback from it.
 - c. Festival of Trees and Pancakes with Santa tickets are for sale online and in the office right now.
 - i. TCAA will serve Pancakes with Santa breakfast again this year.
- 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 are looking for volunteers to help serve at Pancakes with Santa.
 - i. Seniors might be able to serve on December 2nd.

- ii. Marjie can help serve on November 25th.
- 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, Jennilea Brookins, Krista Hymas, Michelle Bayley
 - a. We need to have a meeting, will schedule with Carrie.
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Director Jenny Millsap, Shelby Proud, Carrie Bayley

11. CORRESPONDENCE:

- a. 2024 Fair Themes
- b. Independent Packet 2024 – Changes
- c. JLC Meeting Minutes
- d. 2024 Independent Exhibitor Forms
- e. JLC Fair Labor
- f. 2024 TC Fair Fees
- g. Policy Manual Updated Pages

12. NEW BUSINESS

- a. Approve JLC recommendation adding Tabitha Plew onto the Committee to represent Trinity FFA due to lack of staffing.
 - 1. Director Millsap moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- b. Approve JLC recommendation to increase withholding to 6% from Junior Livestock Exhibitors Auction Sales in 2024 to cover the 1% Fair fee for 1 year to be revisited next year.
 - 1. Director Millsap moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- c. Approve 2023 Jr. Livestock Fair Fees of \$7,185, and 1% of Junior Livestock Auction sales going forward.
 - 1. Director Millsap moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- d. Approve 2024 Independent Exhibitor Packet (With JLC approved changes).
 - 1. Director Millsap moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- e. Approve CDFA Grant Agreement for 2023-2024 allocation of \$55,155.
 - 1. Director Watkins moves to approve; Director Dummer seconds the motion; Motion carries unanimously.
- f. Approve 2024 Fair dates, July 11-14, 2024 (JLC approved).
 - 1. Director Thompson moves to approve; Director Case seconds the motion; Director Millsap opposes the motion; Motion carries.
 - 1. Carnival is Jason Wold with Wold Amusements
 - a. Online Ticket Sales this year.
 - b. He is giving us 1,500 presale tickets this year.
 - i. 500 to Fair
 - ii. 1000 to Carnival
 - c. He will ask his people not to raise prices.
 - i. WFA is also going to push for no price raising.
- g. Approve recording of Committee & Board Meetings for accurate minutes.
 - 1. Director Thompson moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
 - 1. Carrie will create a policy for this.
- h. Approve 2024 Fair Theme (selected from entries).
 - 1. Summer Nights and Fair Delights is the theme for 2024.
 - 2. Director Thompson moves to approve; Director Millsap seconds the motion; Motion carries unanimously.

- i. Approve 2024 Schedule of Fees.
 - 1. Director Keys moves to approve; Director Thompson seconds the motion; Motion carries unanimously.
 - 1. Director Keys: I know we talked about getting these fees to modern standard, are we close to that?
 - a. Yes.
 - 2. Director Dummer: Are we charging for infants now at the Derby?
 - a. Yes, we can't keep seats open for infants anymore. We fill the stands at this event.
 - 3. We will be doing a Member All Access Pass this year to promote more members.
 - a. We will show benefits for Members.
 - 4. Senior, Veteran, and Youth will be the same price this year.
- j. Approve 2024 Budget.
 - 1. Director Watkins moves to approve; Director Millsap seconds the motion; Motion carries unanimously.
 - 1. Director Rourke: The budget is very optimistic.
 - 2. Training Allocations is because we haven't received AB1499 money.
- k. Approve increasing Exhibitor Showmanship Fee from \$5 to \$25.
 - 1. Director Millsap moves to approve; Director Thompson seconds the motion; Motion carries unanimously.

I. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

RENTAL AGREEMENTS	STORAGE AGREEMENTS
RA23-19e Trinity County Planning Department	RA23-01s Don Wardrip
RA23-20e Log Cabin Quilters Guild	RA23-02s Krista Hymas
RA23-21e Trinity County Planning Department	RA23-03s Rod Patton
RA23-22e Cheyanne Champion Baby Shower	RA23-04s Ray Eslick
RA23-23e MVUSD Bus Evacuation	

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 7:58 pm.

Submitted By:

Carrie Bayley, CEO

Dennis Rourke, TCFA President