

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

TRINITY COUNTY FAIRGROUNDS  
6000 HWY 3, HAYFORK CA 96041

**Zoom Link Info:**

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

**MAY 23<sup>RD</sup>, 2024**

**6:30 PM – Open Session**

**Board of Directors**

Dennis Rourke, President	Michael Thompson, Vice President, Director, 2 <sup>nd</sup> District
Marjie Watkins, Director, 1 <sup>st</sup> District	Donny Case, Director
Adrien Keys, Director, 3 <sup>rd</sup> District	Terra Kephart, Director
Adam Dummer, Director, 4 <sup>th</sup> District	Krista Hymas, Director
Jenny Millsap, Director, 5 <sup>th</sup> District	

**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 6:33 pm

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

- a. Directors present in person: Dummer, Hymas, Kephart, Rourke, Keys, Case. Directors present via zoom: Watkins
  - 1. Director Keys moves to excuse the absence of Thompson but not Millsap due to her not calling and letting us know; Director Kephart seconds the motion; Motion carries unanimously.
    - i. CEO Bayley states that she checked her messages and Millsap did indeed send a message letting her know of her absence.
      - a. Absence was then excused.

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

- a. Independent Exhibitor gave her project report
  - 1. I purchased 2 Yorkshire Hampshire crosses from Ottenwalter. I have been giving them Morman's 18% pig feed, they are currently over 100 pounds and I have been making sure they get plenty of exercise every day. I have completed all of my community service hours at the Easter Festival here at the fairgrounds and Senior Centers breakfast.

## **4. CONSENT AGENDA & MINUTES**

- a. Director Hymas moves to approve MAY 23<sup>RD</sup>, 2024 AGENDA and the APRIL 18<sup>TH</sup>, 2024 MEETING MINUTES with corrections; Director Kephart seconds the motion; Motion carries unanimously.
  - 1. Corrections as follows:
    - i. Add Rabbits to sale order.

## **5. APPROVE APRIL 2024 FINANCIAL REPORT**

- a. Director Watkins moves to approve; Director Dummer seconds the motion; Motion carries unanimously.
  - 1. Corrections: Fundraising Expenses in Revenue. Concessions moved to Attractions, See's Candies in Revenue.
  - 2. We are going into Audit. Sue is getting everything ready for that.

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

## **7. CEO'S REPORT**

- a. CFA Board of Directors May meeting Recap:
  - 1. Legislative: May is the last month for Bills to move out of committee to congress. VICTORY on AB3053, thank you to everyone that responded to our Call to Action; even though this bill was stopped in committee, Louie our lobbyist relayed that those in support of this bill are not going to give up. He recommended that we continue to promote our livestock policies that reflect our compassion (my word not his) for animals and non-cruelty training such as the YQCA Program.
  - 2. AB2143: Code Clean-up passed committee and is going to the House Floor.
  - 3. AB1261: Increasing 1499 to 5% passed committee, and we should know the status of that bill this month.
  - 4. AB2751: Under this proposed law, employers would not be permitted to contact their employees outside working hours; working on exempting fairgrounds from this law.
  - 5. AB2808: Regarding Ticket Sales Companies, fairgrounds are exempt if passed.
  - 6. Finally, regarding Climate Bond, this bond measure, if passed, would appear on the 2024 ballot; funds are intended for projects that reduce fire risk, improve groundwater infiltration, and other climate concerns. If passed there could be money for fairgrounds to assist in projects that combat challenges posed by climate changes.
- b. It was also reported from Carnivals and Fairs that have already occurred in 2024, they are seeing a slow start this year, although this may be due to the incimate weather during these earlier Fairs.
- c. State Safety Inspection items are being completed and/or reported to CFSA as 'in the process' we will be ready for our First Fair Day Inspection on Thursday, July 11<sup>th</sup>.

- d. CFSA has a program to assist fairgrounds with trip hazards, we were one of the first fairgrounds to take advantage of this program and maintenance spent 2 weeks grinding the uneven cement causing the majority of these hazards, then taking out concrete that needed replaced. Most of the cement has been replaced and the next project is asphalt/chipseal that has deteriorated, they will be cleaning and filling in these sections with cold patch.
- e. Reclaimed water has been turned on, and of course there were leaks from the winter freezing; those are being repaired so we can start watering grass beginning June 3<sup>rd</sup>. In an attempt to keep the water cost down, we will reduce water times after fair and then hit again before the September event so everything is green.
- f. Department of Homeland Security/Federal Emergency Management Administration Nonprofit Security Grant that I have been working on with Tina Wynegar of Wyn Partners, who we contracted with to assist with location and reviewing grants before they are submitted; the final application was submitted on Friday. Sheriff Saxon signed our Vulnerability Assessment, which is a large part of the award process, and it was included with the grant application. I will have letters for each Director to sign, that will be sent to Assembly Member Woods and Senator Mike McGuire. I will also be requesting that each Board of Supervisor submit letters of support to both Woods and McGuire, along with our County and State OES Directors. The more letters of support that are received the better chance we have of receiving this grant.
- g. We are working on implementing the Square Point of Sale Program for all sales at the fairgrounds, this will eliminate the cost for our stationary cc machine and handwritten receipts. In doing this we are also saving on labor, as reports can be generated directly from square, in place of the office staff staying on the clock to reconcile receipts, which is tens of thousands of dollars during the Fair Pre and Post sales. Square also interacts with TicketSpice so we plan on being completely automated by end of the year.
- h. Jim White met with maintenance and trained them on running the well pump and what is necessary to fill water tanks and trucks. Arnie will build another overhead water drop, but until that is completed, we are going to add a larger bung to the water tanks, the current bung will only take a two-inch hose and use a pump to fill. I will have the Water Release of Liability Forms for your review at the Board Meeting, we have already start selling some water, and should have this program running seamlessly in June.
- i. Fundraisers:
  - 1. As I communicated earlier this month, we have moved Bigfoot BBQ to September with the Harvest Festival and Freedom Rodeo. The BBQ Competition was recently moved to May with the intention to start of the summer barbecuing with this event, and last year was one of our largest profits from this fundraising event. Due to the current economy, and the recession affecting sponsors, competitors, and attendees, the committee decided to move it, so we only have two larger events this year. before we do our event schedule for next year, we will compare P&L's to see how we perform in September and if we want to keep it at this time, and add another fundraiser in May, when the economy is stronger. We have had positive feedback from the competitors we contacted about the revised schedule.
  - 2. The Cake Bake-Off is Saturday, May 18<sup>th</sup> with the Bigfoot Brawl Enduro Race, we will have an update on how these two events went in June.
- j. Fair Update:
  - 1. Exhibitor Handbooks are here, everything looks good, Directors will have the first look, then we will start distributing them throughout the County on Friday following the Board Meeting. We have the Exhibitor's Handbook and forms on the website and will get Form Boxes out to the Highland Art Center and S. Trinity School District Office; we haven't had exhibits at the Moose

Lodge the last few years, so Lewiston residents will either bring them to the fairgrounds or use the drop off in Weaverville.

2. Going to keep the Logging Show on Friday night as it had increased attendance last year.
3. Parade will stay on Thursday, but start time will move to 6:00 pm, to allow more time for anyone working that day to participate. Even with the 6:00 pm start time, Jr. Livestock clubs don't think they will be able to enter.
4. Presale will begin Tuesday, June 4<sup>th</sup> and end Wednesday, July 3<sup>rd</sup>. Online sales through TicketSpice will go live on Saturday, June 1<sup>st</sup> and will also end on July 3<sup>rd</sup>.
5. CalFire is scheduled for Inmates to help with Fair set-up and Jr. Livestock set-up in June.

## 8. 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 Adam Dummer (Chairman), Director Marjie Watkins
- d. **JR. LIVESTOCK COMMITTEE:** Director Krista Hymas (Chairman), Bryan Taylor (Co-Chairman), Director Michael Thompson, Director Marjie Watkins, Carrie Bayley
  1. Terra came to our meeting, it was on May 14<sup>th</sup> in Hayfork!
  2. We currently have \$49,288.02 in the account.
    - i. We will be making some repairs.
      - a. One side of the Steer Barn needs to be replaced.
      - b. We need to take out the stairs on the Quonset Hut.
    - ii. I did a preliminary budget using the numbers from the contracts and what we agreed upon and we are roughly at about \$18,970.00
  3. I talked to Kenny Wiley and he put in the order for the Luncheon.
  4. Clampers are on board to do the luncheon again.
  5. I will have a completed Buyer's List next week, as of now we have 348 Buyers.
  6. THS Volleyball Team and Basketball Team will be running contracts for us.
  7. West Coast Fire Coffee will do coffee for the Buyers.
  8. Redwood Meats is selling the company, so we need to look for someone else to slaughter.
    - i. We have a few ideas as to who we can go with.
  9. We have 20 entries signed up as of today.
  10. Day of Auction
    - i. We will be handing out the TRL Award for Top Buyer.
      - a. I would like as many Board Directors present as possible.
  11. Rod Plew installed metal plumbing for the misters with nipples, he used galvanized steel so it wouldn't rust.
  12. We are thinking about dedicating the new office building to a family in Weaverville.
    - i. This topic is tabled for now but being talked about.
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Christina Wine
  1. Enduro went better than I thought.
    - i. I had to turn away my first car, due to not enough safety.
    - ii. We had 15 cars race.
    - iii. Track was great!
  2. Track prep for Derby will start soon.
    - i. We added more bleachers for extra seating.

- ii. I think we might get 20-25 Trucks!
- iii. We need more sponsors.
  - a. If you could get the word out in your community about sponsoring.

f. **EQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Carrie Bayley, Christina Wine

1. On My 13<sup>th</sup> an Equine Veterinarian Day was arranged in Hayfork, we put posters up around and word put out on Facebook and other venues.
  - i. Cottonwood Vet came and only 1 client made an appointment.
2. The Chico arena company finally returned my call. They use a Barber Sand Cleaner machine, large pull behind tractor PTO operated.
  - i. \$1,600 first day
  - ii. \$1,500 second day
3. My next trip to Redding I will go by Redding Bobcat and look at the screener attachment they have.
4. Tuesday, I started working on the Arena with the recently acquired machine. It worked fine for a couple of hours until the nuts came off the bearing axle holder for the front spiked roller. This caused the roller to detach from the frame and break the bearing holder rendering the unit inoperable. I ordered replacement assemblies which should arrive in the next couple days. New bolts and nuts can be obtained at Bayley's.
5. A hookup method needs to be constructed to extend the tongue on the machine so a tighter turning radius can be used without the tractor tire contacting the frame on unit. Also, a method to attach to tractor direct without using a chain. The best solution would be to reinstall the three-point assembly and use a drawbar to hook to the drag.

9. **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
  1. Cake Bake-Off went good. We had 5 entries.
    - i. Regina Smith was the winner.
    - ii. Scarlett Cavalli was second.
    - iii. Wendy Smith got third.
  2. We have bingo scheduled for the 8<sup>th</sup> of June.
    - i. There has not been the best turn out, so we will reassess in the new year.
  3. Our Trap Shoot with Lions Club is scheduled for June 1<sup>st</sup>.
  4. Bunco is on the 15<sup>th</sup>.
  5. We are looking at doing a Casino Night next year.
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Michael Thompson (Chairman), Carrie Bayley, Christina Wine, Jennilea Brookins, Christina Merritt, Krista Hymas
  1. We have a lot of changes being made to the book.
    - i. We are combining divisions for less sponsorships.
    - ii. We can put money into the Derby with the extra money we have.
- d. **VOLUNTEER COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Carrie Bayley, Teresa Miller, Christina Wine

- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Chuck Sauer, Carrie Bayley, Christina Wine
  
- f. **RODEO COMMITTEE:** Director Jenny Millsap (Chairman), Director Terra Kephart, Laurel Dummer, Jud Frientas, Michelle Bayley, Krista Hymas, Jennilea Brookins, Carrie Bayley, Christina Wine
  - 1. We had 1 bid from Triple J but they retracted their bid due to the wrong date.
  - 2. Carlos has a Rodeo booked in Boonville that weekend.
  - 3. Camachos bid was for \$28,000.
  - 4. Carrie spoke with Carlos who informed her that Director Millsap told him we had already booked another Rodeo and that is why he booked Boonville.
    - i. After that conversation, Carlos called Carrie back and told her that Lou said they could still do Trinity County Fair Rodeo if we wanted them too.
    - ii. Camacho was supposed to send a revised proposal to Carrie but did not, it was sent to Director Millsap who forwarded it to Carrie.
      - a. New Bids
      - b. Carlos at \$16,300
      - c. Camacho at \$17,000
    - iii. The 1<sup>st</sup> year we had a Rodeo we made about \$3,000 and last year due to having a Fire Camp we lost about \$30,000
    - iv. We talked about moving the Rodeo to the Horse Arena but are not sure there will be enough seating over there.
    - v. Discussion ensued on the Director's By-Laws of what they can and cannot do.
  
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Director Jenny Millsap, Shelby Proud, Carrie Bayley
  - 1. We had a meeting on May 10<sup>th</sup>.
    - i. Jason Jurin is looking into making the pool frame out of logs for the log roll. We can use Uhaul blankets on top for cushion. That will save us money on straw bales, but we may need to purchase a bigger tarp.
    - ii. We will contact Pete Symth and see if he would like to run the axe throwing again this year.
    - iii. We lowered the entry fee on Youth Events to \$5.
    - iv. Bull of the Woods
  - 2. We got a lot of negative feedback with the pole fall deciding the winner of the 2 high point men, however we are keeping it the same. We will add that you need to enter 5 or more events and be high point to compete in the pole fall.
  - 3. For payouts, we will pay both competitors in a dual person event and the FFA Forestry Team will be handing out the Trophies this year.
  - 4. Trophies
    - i. Ethan Fagan will make 3 carved tree trophies: Bull of the Woods, Chick of the Sticks, and Teen of the Timber. The cost for those are \$150/each.
  - 5. We have Jesse Loeffler and JB Sauer announcing this year.
  - 6. We need some timers, we need 8 total, we have about 5 right now.
  - 7. We talked about having a float at the 4<sup>th</sup> of July Celebration in Weaverville. Misty will look into the registration process. We need to find or make a banner for the Float. They would like to give out a few T-Shirts and registration forms.
  - 8. Equipment

- i. 14 Hammers
- ii. 3 Axes
- iii. Jason McCullum will bring his 966 front end loader 1 week before the event, Steve Miller will bring his Skid Steer and Eric Huff will bring his machines.
- iv. We need 2 10' sticks of PVC and 12 cans of WD-40.
  - a. Teresa will look at getting these donated.
- v. We will check with Chester Brown about using the Watersheds chaps again this year.

**10. CORRESPONDENCE**

- a. CEO Report
- b. JLC Meeting Minutes – April 10<sup>th</sup>, 2024
- c. Equestrian Event Committee Guidelines

**11. NEW BUSINESS**

- a. Approve Jr. Livestock Recommendation, amending the JLC Bylaws to include Officers (Chair, Vice Chair, Secretary, Treasurer) as separate from Committee Members, which would allow for 4 Voting Member openings (Officers = 4, 4H = 5, FFA = 5, Fair Personnel = 5, General Public= 5); held over from April 2024 Board Meeting.
  - 1. Director Dummer moves to table topic until June; Director Kephart seconds the motion; Motion carries unanimously.
- b. Approve Jr. Livestock Recommendation for contracting Fair time Portable Handwashing Stations and Toilets up to \$2,200 total for July 8-15, 2024, receiving a minimum of 2 quotes from local companies.
  - 1. Director Dummer moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- c. Approve Jr. Livestock Recommendation for 2024 Jr. Livestock Auction Sale order:
  - 1. Steers
  - 2. 1/3 Swine
  - 3. ½ Goats
  - 4. ½ Turkeys
  - 5. 1/3 Swine
  - 6. Poultry
  - 7. Lambs
  - 8. 1/3 Swine
  - 9. ½ Turkeys
  - 10. ½ Goats
    - i. Director Dummer moves to approve with the addition of Rabbits; Director Kephart seconds the motion; Motion carries unanimously.
- d. Approve Equestrian Event Committee Guidelines.
  - 1. Director Dummer moves to approve; Director Kephart seconds the motion; Motion carries unanimously.
- e. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

<p><b>RENTAL AGREEMENTS</b>          RA24-13e 4-H Field Day          RA24-14e Claude Belongia; Wendy Armagnac          RA24-15e Trinity County Planning Department</p> <p><b>JUDGING AGREEMENTS</b>          JA24-14 Troy Treanor – Imagineering and Collections          JA24-15 Scott Boone – Preserved Goods          JA24-16 Carl Szykowski – Mining and Minerals          JA24-17 Arlene Arnold – Quilt Show</p>	<p><b>STANDARD AGREEMENTS</b>          SA24-11 People’s Choice Winners          SA24-12 Hayfork Athletics Booster Club          SA24-13 Jake Parnell          SA24-14 Jason Murieen – Chainsaw Carver</p> <p><b>FAIR COMMERCIAL AGREEMENTS</b>          COM24-11 Raymond Zhen</p>
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**12. ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**

**13. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT  
DIRECTORS' REPORTS**

**14. ADJOURNED**

Adjourned by Director Rourke at 8:34 pm.

**Submitted By:**

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***Carrie Bayley, CEO***

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***Dennis Rourke, TCFA President***