

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

Trinity County Fairgrounds Boardroom
6000 Hwy 3, Hayfork, CA 96041

IN PERSON

**October 23, 2025
6:30 PM – Open Session**

Board of Directors

Michael Thompson, President, Director 2 nd District	Terra Kephart, Vice President, Director
Margie Watkins, Director, 1 st District.	Adam Dummer, Director, 4 th District.
Adrien Keys, Director, 3 rd District.	Jenny Millsap, Director, 5 th District.
Krista Hymas, Director	Donny Case, Director
Ryan Wilks, 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 agendaized. 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 a director requests input. 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 directions 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 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 Thompson* at 6:30 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Rollcall: *Watkins Present, Thompson Present, Dummer Present, Hymas Present, Wilks Present Phone, Kephart Present, Keys Present, Case Present, Millsap Present*

3. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

NONE

4. CONSENT AGENDA & MINUTES

a. Approve October 23, 2025, Agenda,

Director Millsap makes a motion to approve the agenda, Director Kephart seconds, MOTION PASSES UNANAMOUSLY

b. Approve September 25, Regular Board Minutes and September 2, 2025, Special Meeting

Minutes.

Director Kephart makes a motion to approve both sets of minutes as presented, Director Millsap seconded the motion. MOTION PASSES UNANAMOUSLY

5. APPROVE FINANCIAL REPORTS

a. September 2025

Director Watkins makes a motion to approve the September Financials, Director Hymas seconds. MOTION PASSES UNANAMOUSLY

6. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

7. EXECUTIVE COMMITTEE REPORT

Executive Committee gives a report on their last meeting.

8. STANDING COMMITTEES

- a. EXECUTIVE COMMITTEE:** Director Michael Thompson (Chairman/Board President), Director Terra Kephart (Board Vice President), Director Marjie Watkins (Finance Committee Chair), Dennis Rourke (Past President),
NONE
- b. FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson, Director Terra Kephart, Dennis Rourke (Past President), Sue Erenberger,
Sue Erenberger comments that currently we do have some EDD of around \$5000.00 going out to a past employee per quarter. Director Watkins reports that we did receive some funds from the County of \$25,000.00 and we had hoped it would be around \$50,000.00. Further pursuant to AB1438 the percentage has gone from .75 to 2.00 for state allotments.
- c. NOMINATING COMMITTEE:** Director Adam Dummer (Chairman), Director Marjie Watkins
Director Dummer states that they met in October and would request to move updates to the December meeting.
- d. JR. LIVESTOCK COMMITTEE:** Director Krista Hymas (Chairman), Jennilea Brookins (Co-Chairman), Director Michael Thompson, Director Marjie Watkins,
Director Hymas states that JLC has not had a meeting since August but has one scheduled for November 4, 2025, at 6 PM in the THS Ag Room. We have received all payments from the auction except one and she is working with the buyers to get that worked out.
- e. TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Teresa Miller
Director Case states that he is preparing for the November 1, 2025, Enduro, Director Wilks would like to donate \$100.00 towards one of the prizes for the games that night.
- f. ESQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Teresa Miller
Jerry Hlavac provided the attached report on the Equestrian Committee. Jerry further states that he is working on winterizing the sprinklers, trying to secure sponsors for next year and is still looking for the agreement between the fair and if a liability waiver will be needed.

9. AD HOC COMMITTEES

- a. POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart,
NONE
- b. FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Teresa Miller, Shelby Proud
Director Kephart is looking forward to the Bingo in Weaverville on Saturday, the Brewery will be donating back 10% of all food sale that night. We also have the Enduro on November 1, 2025, and the fair will be selling loaded nachos due to a donation on burger from JLC. Other ideas for fund raisers are:
 - Superbowl pool*
 - Getting a hog/steer donation to sell tickets*
 - Lottery Tree*
 - Stay Cation raffle.*

A drive-through meal provided by a club.

- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Jenny Millsap (Chairman), Director Krista Hymas, Shelby Proud, Teresa Miller, Jennilea Brookins, Christina Merritt,
NOTHING
- d. **SPONSORSHIP COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Teresa Miller, Shelby Proud
Discussion about sponsorship and adding a new committee.
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Teresa Miller
Director Case states nothing to report besides winterizing the system. Dennis Rourke asks about the pump issue.
- f. **RODEO COMMITTEE:** Director Terra Kephart (Chairman), Director Krista Hymas, Renie Ryan, Jud Fietas, Jennilea Brookins, Teresa Miller
This committee will disband, and a new committee will be formed called the UPCOMING EVENTS COMMITTEE: Director Terra Kephart (Chairman), Teresa Miller, Shelby Proud, Director Donny Case, Director Adrian Keys, Director Krista Hymas will make up the committee.
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Director Jenny Millsap, Shelby Proud, Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight
Nothing currently
- h. **GRANTS COMMITTEE:** Director Adrian Keys (Chairman), Director Marjie Watkins, Director Jenny Millsap, Morgan Rourke, Jerry Hlavac, Shelby Proud,
Nothing at this time THE GRANTS AND REVENUE COMMITTEE WILL BE COMBINED
- i. **REVENUE DEVELOPMENT COMMITTEE:** Director Krista Hymas (Chairman), Director Terra Kephart, Director Marjie Watkins, Teresa Miller, Dennis Rourke
Director Hymas states that we have not had a meeting but will join the Grants Committee to discuss future income for the fair.

10. CORRESPONDENCE:

- a. Board Resolution adding Shelby Proud to oversee the 2024 Security Grant Program
- b. Email from the Palomino Room for money made last year.

11. NEW BUSINESS

- a. Approve increasing the Bridge Loan from \$150,000.00 to \$200,000.00
Director Kephart makes a motion to approve the increase in the Bridge Loan, Director Hymas seconds the motion, after discussion the MOTION PASSES UNANAMOUSLY
- b. Approve the Board reviewing the volunteer policy for updating.
Director Kephart makes a motion to approve making changes to this policy and a few others, Director Keys seconds. After discussion, the MOTION PASSES UNANAMOUSLY
- c. Approve 2026 Fair dates of July 8-12 and fair themes.
Director Hymas makes a motion to approve the 2026 fair dates and fair theme of 105 years and country cheers, Director Millsap seconds the motion. MOTION PASSES UNANAMOUSLY
- d. Approve the Hayfork Lions to raise funds to repaint the floor of the commercial building at their cost.
Director Kephart states that due to her involvement in the Lions Club she will not be voting. Director Millsap makes a motion to approve the Hayfork Lions Club to raise money to repaint the floors in the commercial building, Director Keys seconds. MOTION PASSES UNANAMOUSLY

12. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

Rental

- 1. RA25-19e Hand Ties Ceremony
- 2. RA25-20e Hmong New Year
- 3. RA25-21e MVUSD

Storage

4. RA26-01s Melissa Wight
5. RA26-02s Don Wardrip
6. RA26-03s Lonnie Foster
7. RA26-04s Jeremy Wardrip
8. RA26-05s Jim Underwood
9. RA26-06s Caro; Fall

13. ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVERNMENT CODE SECSTIONS 54957

- a. **Personnel Matter – Public Employee Appointment/Employment – PRUSUANT TO GOVT. CODE 54957**

14. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

President Thompson reported the following actions:

- *Personnel: The Board received updates regarding staffing adjustments and upcoming interviews for the Fair Office Manager and Administrative Clerk positions. No reportable action was taken.*
- *Litigation/Property: The Board received information regarding a tenant eviction. No reportable action was taken.*

15. DIRECTORS' REPORTS

President Thompson comments on the Managers Conference November 5&6 in Sacramento, Teresa Miller will be attending. Director Hymas and Millsap are interested in going to get information. Teresa is directed to see if she can get the discounted rate for the two interested directors to attend and get back with those directors.

16. ADJOURNED by President Thompson at 8:11 pm.

Submitted By:

Krista Hymas, Director and Appointed Secretary

***Michael Thompson, TCFA
President or Terra Kephart, TCFA
Vice President or Marjie Watkins,
TCFA Committee Chair of Finance
Committee***

Equestrian Events Report 10-23-25

Due to inability to access the grounds during times that I have available have not been able to winterize the sprinkler system.

Still discussing lighting needs with the outside professional design company. For proper led lighting they recommend 20 to 50 lumens per square foot of area to be lit. Need to obtain some new measurements of arena and location measurement of the pole placement. Also considering added lighting to light up the south parking area and the north side barn area of the arena which will all the area more user friendly and safer.

Trinity Horses and Long Ears Group renewed it event insurance policy. Currently in discussions with Theresa on use issues.

Discussion with the local manage of Tri Counties bank appears that they may sponsor the Barrel Race series again next year.

Only one person responded to Panorama Equine for vet services for Oct so has been cancel pending added clients to make trip economical for all. Interest in Service call 530 221 7004 to get on the next schedule.