

## **BOARD OF DIRECTORS' REGULAR MEETING MINUTES**

Trinity County Fairgrounds  
6000 Hwy 3, Hayfork, CA 96041

**March 20, 2025**  
**6:30 pm Fairgrounds Boardroom**  
**In Person and by Zoom:**

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

### **BOARD OF DIRECTORS**

Michael Thompson, President, 2 <sup>nd</sup> District	Terra Kephart, Vice President, Director
Marjie Watkins, Director, 1 <sup>st</sup> District	Dennis Rourke, Director
Adrien Keys, Director, 3 <sup>rd</sup> District	Donny Case, 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**

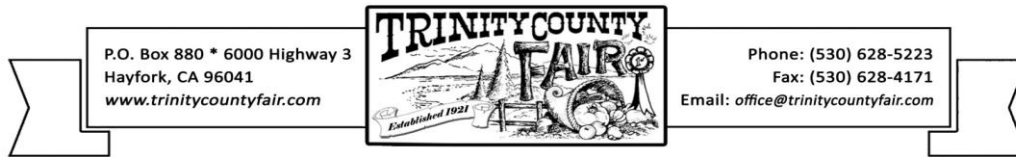
Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

Called to order by Michael Thompson at 6:30pm

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

##### **a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED**

Rollcall: Watkins Yes, Thompson Yes, Dummer Yes, Hymas Yes, Kephart Yes,  
Rourke Yes, Keys Yes, Case Yes, Millsap Yes



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

None

**4. CONSENT AGENDA & MINUTES**

- a. APPROVE JANUARY 16, 2025 ANNUAL MEETING & REGULAR MEETING MINUTES & MARCH 20, 2025 REGULAR BOARD MEETING AGENDA

**Moved to Approve: Dummer**

**Seconded: Hymas**

**Approved unanimously.**

**5. APPROVE JANUARY 2025 FINANCIAL REPORTS**

- a. Financial Forecast for 2025

**Moved to Approve: Watkins**

**Seconded: Kephart**

**Approved unanimously.**

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

**7. CEO'S REPORT**

**FEMA Grant (FY24 NSGP) accepted with resubmission of justification**

- We will get a workbook
- Project will be an Emergency Safety Plan
- Using Butte County's approved project as a template
- We will pay out then be reimbursed
- We might need a short-term Bridge Loan to cover costs

**We have applied for a \$250,000 Grant to implement the plan, FY24 California State Nonprofit Security Grant Program (CSNSGP)**

**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), Carrie Bayley

**Nothing to Report**

- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson (President), Director Terra Kephart (Vice President), Director Dennis Rourke (Past President), Sue Erenberger, Carrie Bayley

**The committee met last Tuesday. Discussed cutting costs, vacation liabilities, inventory (to sell?)**

**Marji projected we will run out of money in September unless something changes**

**Monthly P&L should reflect changes in spending**

**Spring & Fall Grants available: Umpqua Bank, Redding Rancheria, Trinity Trust, Coast Central**

- c. **NOMINATING COMMITTEE:** Director Adam Dummer (Chairman), Director Marjie Watkins  
**Nothing to Report**

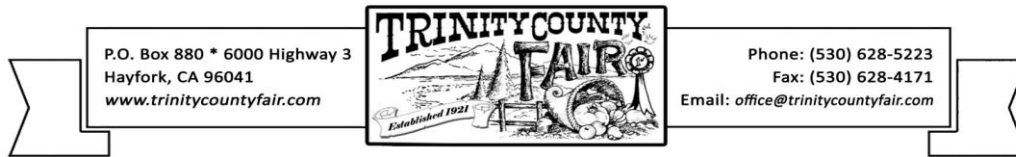
- d. **JR. LIVESTOCK COMMITTEE:** Director Krista Hymas (Chairman), Jennilea Brookins (Vice Chairman), Director Michael Thompson, Director Marjie Watkins, Carrie Bayley

**The scale is funded by generous donations.**

**A thank you card will go out to the donors (Murrison's)**

**Judges are being contracted**

**Jenny mentioned there are students who have trained to be judges and are looking for opportunities to practice**



- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Carrie Bayley, Teresa Miller  
**Nothing to Report**
- f. **EQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Carrie Bayley, Teresa Miller  
**There has been no response from the Barrel Racing Association**  
**The Trinity Horse and Long-Ears Club are looking into sponsoring a 3 series Barrel Racing Event**  
**They are also hoping to plan 3 Gymkhana events**  
**Michael, "The arena looks Great"**  
**Exhibitors' Handbook has been updated**  
**Trying to get a vet to come to Hayfork for a vaccination and wellness clinic**
- 9. **AD HOC COMMITTEES (Designate 2025 Committees)**
  - a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Carrie Bayley  
**Lots of new policies to approve**  
**No questions at this time**
  - b. **GRANTS & FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Carrie Bayley, Teresa Miller, Shelby Proud  
**Grants to be removed from this committee and a new committee will be formed with Adrien Keys as the Chairman, Director Watkins, Morgan Rourke, Carrie Bayley, Teresa Miller**  
**Calcutta is Saturday with only 2 tickets left to sell**  
**Bingo: Not enough people are showing up next game is in May and may move to quarterly**  
**Bunco: Going strong, no costs, happening at Rhonda's**  
**Other ideas: Lottery Ticket Tree, Raffles**
  - c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Jenny Millsap (Chairman), Carrie Bayley, Shelby Proud, Teresa Miller, Jennilea Brookins, Christina Merritt, Krista Hymas  
**Proofed**  
**This year the 2024 sponsors will be listed on a separate page**
  - d. **SPONSORSHIP:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Carrie Bayley, Teresa Miller, Shelby Proud  
**Sponsorship packets will be distributed to the board.**
  - e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Dennis Rourke, Chuck Sauer, Carrie Bayley, Teresa Miller  
**Dennis contacted Watson Well Company in Redding**  
**They will pull the pump and try to find the problem**  
**This will happen in the next month or 2**
  - f. **RODEO COMMITTEE:** Director Terra Kephart (Chairman), Renie Ryan, Jud Frietas, Krista Hymas, Jennilea Brookins, Carrie Bayley, Teresa Miller  
**Nothing to Report**
  - g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Director Donny Case, Director Jenny Millsap, Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight, Shelby Proud, Carrie Bayley  
**Nothing to Report**



- h. **(New) REVENUE DEVELOPMENT COMMITTEE:** Director **Krista Hymas** (Chairman), Director **Rourke**, Director **Kephart**, Director **Watkins**, Carrie Bayley, Teresa Miller  
**Looking for larger revenue streams**  
**Asking businesspeople to join**

**10. CORRESPONDENCE:**

- a. January 16, 2025 Annual & Regular Board Minutes
- b. FY2024 Nonprofit Security Grant Program Governing Body Resolution and Workbook
- c. 2025 Roster of TCFA Officials
- d. Board 2025 January Financials
- e. Committee 2025 January Financials & 2024 CC Statements
- f. Secretary Ross 2025 Exhibitor Handbook Letter
- g. 2025 State Rules for California Fairs
- h. 2025 State Rules for California Fairs Addendum I
- i. 2025 State Rules for California Fairs Addendum II
- j. 2025 State Rules for California Fairs Addendum III
- k. 2025 State Rules for California Fairs, Letter Mike Francesconi
- l. AB258 Support Letter
- m. Jr Livestock Committee January Minutes
- n. Jr Livestock Committee Notes (Krista)
- o. Jr Livestock Committee Contracts List (Krista)

**March (included):**

- p. TCFA Policy Revisions & Additions
- q. FY2024 Nonprofit Security Grant Program Signed Documents

**11. NEW BUSINESS:**

- a. Approve Jr. Livestock Recommendations:
  - 1) to charge Credit Card Fees of 3% for buyers paying with a Credit Card beginning in 2025
  - 2) add a supreme Rabbit Showmanship for Round Robin
  - 3) cancel Poultry Exhibits for 2025 Fair due to current California State Ban
  - 4) \$3,500 (includes \$1000 for fuel surcharge if required) Transport of auction animals, same price as last year for Jeff Blackford
  - 5) Hog \$50 Slaughter Fee and \$45 Transport Fee to Siskiyou, for Olsen's Meat
  - 6) Lamb \$100 Slaughter and Transport Fee to Redding, and \$120 Slaughter and Transport Fee out of area, for Messina Meats. Dave Cox will get a breakdown of charges before April meeting.
  - 7) Steer \$135 Slaughter Fee, \$75 Quartering Fee, \$15 Bag/Pallet/Liner Fee and \$100 Delivery Fee, for Star Harvest
  - 8) 2025 Processors: A&R(Red Bluff), Bowman(Cottonwood), Kent's(Redding), and Siskiyou(Yreka)
  - 9) \$5,000 + Lodging (includes 2 auctioneers and 1 online person for Jr. Livestock Auction) for Jake Parnell

**Moved to Approve all 9: Rourke**

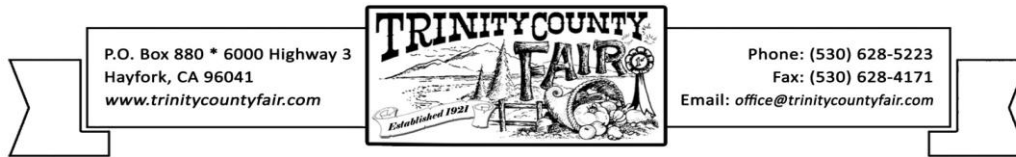
**Seconded: Dummer**

**Moved to close discussion: Rourke**

**Seconded: Kephart**

**Approved unanimously.**

**Original 9 items approved unanimously**



- b. Approve adding Credit Card Fees of 3% for TCFA Credit Card Transactions  
**Moved to Approve: Rourke**  
**Seconded: Millsap**  
**Approved unanimously**
  - c. Approve Trinity County Fair Association’s Chief Executive Officer, Bookkeeper, and Board President any and all actions necessary for the purpose of obtaining state financial assistance provided by the State of California for the FY2024 Nonprofit Security Grant Program  
**Moved to Approve: Watkins**  
**Seconded: Hymas**  
**Approved unanimously**
  - d. Approve Policy Updates and New Policies:
    - 1) Interim Use of Facilities Revision
    - 2) Competitive Exhibits Revision
    - 3) Employee Cash Handling Policy Revision
    - 4) Point of Sale (POS) System Policy Addition**Moved to Approve: Keys**  
**Seconded: Hymas**  
**Approved unanimously**
  - e. Approve \$8,000 for 2024 Financial Review  
**Moved to Approve: Watkins**  
**Seconded: Kephart**  
**Approved unanimously**
  - f. Approve Fair Exhibitor Handbook Advertising Placement from Lottery Drawing
    - 1) 1<sup>st</sup> Choice: Big Valley
    - 2) 2<sup>nd</sup> Choice: Kents Meats
    - 3) 3<sup>rd</sup> Choice: State Farm**Moved to Approve: Watkins**  
**Seconded: Millsap**  
**Approved unanimously**
12. **ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVT. CODE 54957 PERSONNEL OR 54956.9 LITIGATION**  
 Adjourned at 8:30pm
13. **RECONVENE TO REGULAR MEETING SESSION/REPORT OUT**  
 Reconvened at 9:20pm. Personnel issues were discussed
14. **DIRECTORS’ REPORTS**
15. **ADJOURNED**

Adjourned by Michael Thompson at 9:45pm

Submitted By:

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*Carrie Bayley, CEO*

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*Michael Thompson, TCFA President*