

TRINITY COUNTY FAIR ASSOCIATION
BOARD OF DIRECTORS'
MEETING AGENDA

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

IN PERSON

November 20, 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 **President Michael Thompson** at 6:30 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Rollcall: Watkins (P), Thompson (P), Dummer (P), Hymas (P), Wilks (P)
Kephart (P), Keys (P), Case (P), Millsap (P)

3. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC

Jerry Hlvalac comments that he spoke with his horse group, they are not willing to pay for entry into the fair, and we should also not be charging volunteers as they are working on the event and should get entry for free.

4. CONSENT AGENDA & MINUTES

a. Approve November 20, 2025, Agenda,

b. Approve October 23, Regular Board Minutes and October 23, 2025, Special Meeting Minutes.
Director Dummer makes a joint motion to approve the agenda and minutes as provided, Director Millsap seconds. MOTION PASSES UNANIMOUSLY

5. APPROVE FINANCIAL REPORTS

a. October 2025

Director Watkins makes a motion to approve the financials for October, Director Hymas seconds. MOTION PASSES UNANIMOUSLY

6. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

7. EXECUTIVE COMMITTEE REPORT

NONE

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,

Director Watkins comments that the budget is coming out and if you would like a copy please let Sue know and she will forward that to you. We had some fraud on our credit card, and we have cancelled that card and obtained a new one. The profit/loss went down from \$35,000.00 to \$7,424.00 and we are still waiting for the \$52,000.00 to come in from state allocations. Teresa Miller comments that we are not sure if we will be getting the 2% this time from AB1499 but the check is in the mail. Teresa and Shelby will be working on the 26/27 fee schedule also for review at the next meeting.

c. **NOMINATING COMMITTEE:** Director Adam Dummer (Chairman), Director Marjie Watkins
NONE

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

Director Hymas provided a copy of the notes from the last meeting if anyone has any questions. She reports that a group of JLC people came over and did some clean-up around the barn area, moved the turkey and chicken pens inside the small animal barn, and she will be over to clean up the leaves that are piled. She is also scheduling a clean-up day in February to work on the whole fairgrounds to help and that the tree guys came over to start cutting some of the limbs and will continue to come over when they have time. All the tree work is being donated by Silver Top Tree Service and JLC will be recognizing them not only during the fair, but we will also get a banner for the fence. Krista did mention that a few of the JLC members are upset with the recommendations for tonight's meeting and she instructed them to come to the meeting to address their concerns. Teresa asks if maintenance can shut the water off to that area for the winter and Krista feels it would be safe to do that as it is not being used.

e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Teresa Miller

Director Case reports that the November 1st Enduro did not have a big turnout and we lost about \$350.00. He will not be doing the New Years Eve Enduro due to weather and the attendance. Donny will start to work on next year's events and report at the next meeting.

f. **ESQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Teresa Miller

Jerry Hlavac comments on his attached report and states that he had been winterizing the horse arena area.

9. AD HOC COMMITTEES

a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart,

Director Keys does not have a report, but we do have some policies that need to be addressed.

b. **FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Teresa Miller, Shelby Proud
Director Kephart defers to Teresa Miller, the office staff is collecting gifts for the festival of trees, and each board member has 100 tickets to sell. The last bingo brought in \$402.00 and Trinity Brewing Company would like to have one every month if we could do it. There will be Bunco in the dining hall on 12/13. The idea of doing a little reno night or Calcutta in Weaverville was mentioned by the board and Teresa will look into that.

c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Jenny Millsap (Chairman), Director Krista Hymas, Shelby Proud, Teresa Miller, Jennilea Brookins, Christina Merritt,
Director Millsap has nothing to report, Director Hymas states that JLC will have some changes to make for the upcoming year. Teresa states that the office staff have been working on that and we need to get a meeting together after the new year.

d. **SPONSORSHIP COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Teresa Miller, Shelby Proud
Director Kephart defers to Teresa Miller to report that the sponsorship stuff is going well, and she will continue to report at the next meeting. Teresa would like to see some of these committees joined together and that will be reviewed by the board down the road.

e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Teresa Miller
Director Case comments that someone cut the lock to the gate going to the well and stole a 2,500-gallon water tank. They were able to get it on a trail camera and reported it to TCSO, but the footage is not particularly good. Michael will have some camera's brought over to install. Donny did mark the other tanks with something so if it happens again, we can recognize the tanks. He will be making an inventory of everything in the area so that we have a record of what is over there. Director Hymas asked if they had to empty the tank before they took it and Donny had just winterized everything over there and it was empty. The people did stick around for a bit per the camera footage.

f. **UPCOMING EVENTS COMMITTEE:** Director Terra Kephart (Chairman), Director Krista Hymas, Director Adrian Keys, Director Donny Case, Teresa Miller, Shelby Proud
Director Kephart defers to Teresa Miller to report, Teresa states that the Hmong New Year brought in \$5,000.00 and they also will be leaving the big dumpster until the end of the month so that we can fill it up. The only issue we had was that the restrooms in the commercial building backed up again this year and she suggested that they bring in potta potty's next year. The Hayfork Community Thanksgiving Dinner will be held in the dining hall on Thanksgiving Day. The drawing for the festival of gifts will be held on December 13th, so tickets need to be in the office prior to that date.

g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Director Jenny Millsap, Shelby Proud, Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight
Teresa Miller states that they have a meeting coming up and will report at the next meeting.

h. **GRANTS/REVENUE DEVELOPMENT COMBINED COMMITTEE:** Director Adrian Keys (Chairman), Director Marjie Watkins, Director Krista Hymas, Director Terra Kephart, Director Jenny Millsap, Morgan Rourke, Jerry Hlavac, Dennis Rourke, Shelby Proud,
Director Keys would like to defer to the next meeting. Teresa Miller again comments that we need to combine some of these committees to save time.

10. CORRESPONDENCE:

- a. JLC notes from meeting of November 4, 2025
- b. 2026 Independent Packet
- c. August 12, 2025, approved JLC minutes
- d. Upcoming 2026 fair board dates.

11. NEW BUSINESS

- a. Approve allowing the Junior Livestock Committee (JLC) to have seven (7) utility poles delivered and stored at the fairgrounds. Once all seven poles have been received, the JLC will request that the Trinity County Fair Association (TCFA) submit a Community Investment form to Trinity Public Utilities District (TPUD) for assistance in setting the poles around the show ring for the purpose of installing shade cloth.

Director Dummer makes a motion to approve, Director Millsap seconds. MOTION PASSES UNANIMOUSLY

- b. Approve that all Junior Livestock Exhibitors are required to enter at least one other exhibit into the fair besides their animals to sell on Auction Day.

Director Millsap makes a motion and Director Watkins seconds. Director Hymas recuses herself in the vote. Lynn Plew, secretary of JLC, comments on the recommendation and her approval of this item. MOTION PASSES UNANIMOUSLY

- c. Approve the 2026 Independent Exhibitor Packet as provided.

Director Watkins makes a motion to approve the packet as provided, Director Wilks seconds. MOTION PASSES UNANIMOUSLY

- d. Approve setting a December meeting under the 2025 Board Meeting Schedule the 2026 Fair Board Meeting dates as provided.

Director Kephart makes a motion to add December 18, 2025, as a board meeting date and approves the 2026 fair board dates, Director Keys seconds. Director Hymas states that she will be providing a little dinner item for the annual meeting in hopes of getting people to come to the meeting and sign up as association members. MOTION PASSES UNANIMOUSLY

12. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

Rental

RA25-22e Litt Farms

Storage

RA26-07s Steve Felch

RA26-08s Matt Belter

RA26-09s George Renaker

RA26-10s Chris Stimson

RA26-11s TCRCD Cynthia Tarwater

13. DISCUSS JANUARY TRAINING

Director Thompson comments on the upcoming training at Grand Sierra in Reno. Teresa states that the conference is \$300.00 and rooms are around \$100.00. She will be making her and Shelby's reservation as the deadline to sign up is January 9, 2026. Director Hymas is planning to attend the JLC portion and asks that Teresa send the information so she can make her reservations. If anyone else is interested in going the information will be sent to all the board members by Teresa

14. ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVERNMENT CODE SECTIONS 54957

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

15. RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

President Thompson reported the following actions:

- *The Board appointed Teresa Miller as Fair Manager, effective December 1, 2025, at a rate of \$23.00 per hour.*
- *The Board appointed Shelby Proud as Business Assistant, effective December 1, 2025, at a rate of \$21.00 per hour.*
- *The Board directed that, effective December 1, 2025, vacation time will be accrued and administered strictly in accordance with the existing policy.*
- *All actions were approved unanimously.*

No other reportable action was taken.

16. DIRECTORS' REPORTS

NONE

17. ADJOURNED

Adjourned by *President Michael Thompson* at *7:56 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*