

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

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

IN PERSON

**December 18, 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 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 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
Rollecall: 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

Katherine Frier comments to the board on behalf of Rotary in Hayfork and the rising costs that they are being charged even with donating time at the watering station during the fair. Director Kephart states that the board may be able to assist if they could do more volunteer hours during fair. Katherine will go to Rotary and discuss this assistance.

4. CONSENT AGENDA & MINUTES

- a. Approve December 18, 2025, Agenda,
- b. Approve November 20, 2025, Regular Board Minutes.

Director Millsap makes a motion to approve the minutes and agenda, Director Dummer seconds.
MOTION PASSES UNANOUSMOUSLY

5. APPROVE FINANCIAL REPORTS

- a. November 2025

Director Watkins makes a motion to approve the Financials, Director Hymas seconds – MOTION PASSES UNANOUSMOUSLY

6. INFORMATIONAL – VACATION/SICK LEAVE BALANCES

7. EXECUTIVE COMMITTEE REPORT

No report

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),
No Report
- b. **FINANCE COMMITTEE:** Director Marjie Watkins (Chairman), Director Michael Thompson, Director Tera Kephart, Dennis Rourke (Past President), Sue Erenberger, Director Watkins comments on the financials and Sue Erenberger comments that we did receive the AB258 money of \$43,000.00 and that could be a stipend, she will look into it.
- c. **NOMINATING COMMITTEE:** Director Adam Dummer (Chairman), Director Marjie Watkins
No Report
- d. **JR. LIVESTOCK COMMITTEE:** Director Krista Hymas (Chairman), Jennilea Brookins (Co-Chairman), Director Michael Thompson, Director Marjie Watkins, Director Hymas states that JLC has a meeting coming up on January 7, 2026, at the Trinity Brewery.
- e. **TCFA MOTORSPORTS:** Director Donny Case (Chairman), Angela Riggs, Russ Newman, Teresa Newman, Teresa Miller
No Report
- f. **ESQUESTRIAN EVENT COMMITTEE:** Jerry Hlavac (Chairman), Director Jenny Millsap, Teresa Miller
Jerry Hlavac states that things are slow right now due to the winter season.

9. AD HOC COMMITTEES

- a. **POLICY COMMITTEE:** Director Adrien Keys (Chairman), Director Terra Kephart, Director Dummer states that after the holidays he will be working on policy changes.
- b. **FUNDRAISING COMMITTEE:** Director Terra Kephart (Chairman), Teresa Miller, Shelby Proud Director Kephart states that they are waiting on the money from Bingo in Weaverville and the Bunco/Festival of Trees. At this time, we have no upcoming events planned.
- c. **EXHIBITOR'S HANDBOOK COMMITTEE:** Director Jenny Millsap (Chairman), Director Krista Hymas, Shelby Proud, Teresa Miller, Jennilea Brookins, Christina Merritt, Director Millsap will be having a committee meeting together after the holidays.
- d. **SPONSORSHIP COMMITTEE:** Director Terra Kephart (Chairman), Director Adrien Keys, Director Donny Case, Teresa Miller, Shelby Proud Director Kephart states that we do have one contract done with Rotary for the water station and she hopes to get them to donate at least 72 hours during fair in other places for reduced rates. Calcutta is still on and so is the Scholarship dinner with no charge for those functions.
- e. **WELL COMMITTEE:** Director Donny Case (Chairman), Director Adrien Keys, Director Terra Kephart, Teresa Miller

No Report

- f. **UPCOMING EVENTS COMMITTEE:** Director Terra Kephart (Chairman), Director Krista Hymas, Director Adrian Keys, Director Donny Case, Teresa Miller, Shelby Proud
Director Kephart states that in March there will be Calcutta.
- g. **LOGGING SHOW COMMITTEE:** Teresa Miller (Chairman), Director Jenny Millsap, Shelby Proud, Jason McCollum, Jason Jurin, Aaron Haight, Taylor Haight
No Report
- 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,
No Report

10. CORRESPONDENCE:

- a. 2025 Fee Schedule to show changes and 2026 Fee Schedule
- b. Letter from Lieutenant Gullick from Trinity River CHP
- c. Letter for Lodi Grape Festival
- d. Letter from International Association of Fairs and Expositions
- e. Registration information for Conference in Reno, NV January 18-21, 2026
- f. Information on the Square System fee increases.

11. NEW BUSINESS

- a. Approve 2026 Fee Schedule. (see 2025 for changes made) and approval of the 2026 budget.
Director Watkins makes a motion to approve the 2026 Fee Schedule and Budget, Director Kephart seconds. MOTION PASSES UNANOUSMOUSLY
- b. Approve set days for the carnival/commercial concessions vendors for fair. Should the fair run Thursday to Sunday or have Sunday be a free day? Fair dates are July 8-12.
Director Hymas makes a motion to make July 12th a free day where vendors and such can leave if they want to, Director Millsap seconds. MOTION PASSES UNANOUSMOUSLY
- c. Approve dinner to start at 6:00 pm on January 15, 2026, before the Annual Meeting.
Director Kephart makes a motion to start the dinner at 6:00 pm of the Annual Meeting, Director Wilks seconds. MOTION PASSES UNANOUSMOUSLY

12. INFORMATIONAL ONLY - CONTRACTS AND AGREEMENTS

Rental

RA25-23e Hayfork Community Thanksgiving

Storage

RA26-12s Sofia Oliver Joselina Gomez
RA26-13s Bear Aikins
RA26-14s Aaron Robison
RA26-15s Kaleena Hiller
RA26-16s Sophia Oliver Mara Camilone
RA26-17 Mara Camilone

Annual

AA26-01 Damon Bartell
AA26-02 Marcus Connor
AA26-03 Aaron Robison
AA26-04 Trinity County Food Assistance Program
AA26-05 Hayfork Lions Club
AA26-06 Krista Hymas

13. DISCUSS JANAURY TRAINING

Director Hymas and Director Millsap will be attending the Western Fair Association conference in Reno this year.

14. 7:04 PM ADJOURNED FOR CLOSED SESSION – PRUSUANT TO GOVERNMENT CODE SECSTIONS 54957

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

15. 8:18 PM RECONVENE TO REGULAR MEETING SESSION/REPORT OUT

President Thompson reported the following actions:

Personnel matters were discussed, including re-advertising of vacant positions, including the Board Director position to be seated in January 2026.

No reportable action was taken.

16. DIRECTORS' REPORTS

Director Case will be competing in a Derby in Las Vegas on April 26, 2026, he was chosen out of many that signed up for the chance to drive in it.

All other directors gave updates.

17. ADJOURNED BY President Thompson at 8:27 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*