



BOARD OF DIRECTORS' SPECIAL MEETING MINUTES

Trinity County Fairgrounds
6000 Hwy 3, Hayfork, CA 96041

**October 23, 2025
3:30 – 5:00 pm
Fairgrounds Boardroom
In Person**

BOARD OF DIRECTORS

Michael Thompson, President, 2 nd District	Terra Kephart, Vice President, Director
Marjie Watkins, Director, 1 st District.	Donny Case, Director
Adrien Keys, Director, 3 rd District.	Krista Hymas, Director
Adam Dummer, Director, 4 th District.	Ryan Wilks, Director
Jenny Millsap, Director, 5 th 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 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 M. Thompson at 3:30 pm.

2. ROLL CALL – DETERMINATION OF A QUORUM:

a. APPROVE DIRECTOR ABSENCES AS EXCUSED/UNEXCUSED

Rollcall: Watkins ab, Thompson present, Dummer present, Hymas present, Kephart present, Keys present, Case present, Millsap by phone, Wilks absent
Director Hymas makes a motion to excuse M. Watkins and Wilks, Director Kephart seconds the motion. MOTION PASSES UNANAMOUSLY

3. COMMENTS FROM ASSOCIATION MEMBERS AND/OR PUBLIC:

Sunday Stanley comments to the board about the suggestions she made at the last meeting. Sunday also states that Sunday is the lowest admission day and doing this year's fair Thursday – Saturday and make Sunday a pack-out day for Junior Livestock and venders.

Teresa Miller and Shelby Proud have some suggestions and have provided a list that is attached. Some of the issues that the address is not giving out free wrist bands to volunteers, having temporary parking passes for the barn area for loading and unloading, have the gates open from 8 am to 8 pm, not allowing entry into the gates without a wrist band, holding the fair from Thursday to Saturday, providing events throughout the week for the kids and people that are staying the week, not having vendors in the commercial building maybe doing skating or for information booths only, not having free food for the JLC kids provided, change the JLC withholding that the fair gets to 5%, and have the buyers pay and not provide a luncheon, etc. Instead of a carnival we do a bounce America area as we do not make any money, all proceeds go to the carnival.

Director Millsap comments on the buyers and that all fairs give free access and lunch, which is why we have a large turn-out and have had amazing sales over the years. Director Hymas agrees and states that a few years ago a recommendation to raise the entry fees for JLC was enacted of \$25.00 per exhibit and that money goes to the fair for the exhibitor's wrist band for entry into the fair. Also, the only free wristband that JLC gets is the committee, 12 dedicated volunteers for the entry of the week and then whoever is cooking and helping with auction.

Jerry Hlvac comments on the pre-sale that people bought last. year and the child were either to small or they could not get a refund.

Teresa Miller and Shelby Proud further comment on changing the carcass contest to a born and bred for next year. Open the fair up to bikes again and change the bike race as it is hard for the kids to not ride their bike if they are in camp waiting for the race. Change the dessert and craft auction to a different date and location before the derby. Also get the word out to have more people donate crafts and even the livestock exhibitors could donate a project to auction off. Not having the friends of the fair party, counting the attendance entering the gate each day, having volunteers do the gardening and landscaping or one of the Ag groups would help.

Karen Leddbetter comments that she has been a part of the fair for a long time and a few years ago she felt pushed out as a volunteer.

Jerry Hlvac asks if there is a way to get something out of the schools to see how many kids participate in the carnival each year and is it something that is really needed.

Shelby Proud comments that she would like to see activities on Monday and Tuesday for the kids that have animals.

Ryan Crockett comments on doing Chicken/cow plop bingo for the kids, a movie/skate night, mullet contest, or student auctions of school projects that they did throughout the year and no longer want. On membership do a tier system i.e.: individual, family, business, and all access for different prices. Tap into the community calendar that the Trinity Journal has so that search engines could be put into place of events. Have a photo area and ask businesses to sponsor that area. Tap into community outreach for sponsorship and ask that they reach out to other businesses to sponsor.

4. CONSENT AGENDA & MINUTES:

- a. Approve October 23, 2025, Special Board Meeting Agenda

Director Dummer makes the following corrections to approve the agenda only as we have no minutes to approve, Director Keys seconds. MOTION CARRIES UNANAMOUSLY

5. NEW BUSINESS:

- a. Approve community event review: Fair and Bigfoot BBQ: Open discussion and feedback session with board members, staff, association members and public to review the recent Fair and Bigfoot BBQ events, share observations, and explore ideas for future improvements. *Director Dummer makes a motion to hold a community review of the fair and other events to help save and make improvements, Director Hymas seconds. MOTION PASSES*

UNANAMOUSLY.

6. ADJOURNED

Adjourned by President Thompson at 4:50 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***

Principles of a Successful and Profitable Fair

1. Volunteers, participants, buyers, and even vendors
ARE THE CUSTOMERS!!!
2. Driving participation through flyers, emails, social media, and especially word of mouth.
3. Volunteers for everything. Volunteers are secured through networking with clubs and outreach by directors and TCFA members. Volunteers should not be given free admittance. An alternative may be food or non alcohol drink vouchers.
4. Bring the far reaches of Trinity County together. Directors need to encourage people in their community to volunteer and participate.

Ways to Drive Down Expenses for Fair

1. Make a list of all vehicles and tools used for Fair months ahead of time. Repair or maintain anything needed well before Fair to allow time for purchasing anything needed at the best possible price.
2. Plan a very detailed maintenance work hour schedule for the week of Fair.
3. Ice
4. Detailed grass cutting and watering schedule

Fair Notes Changes and Suggestions 10/21/25

1. Parking passes - None/Zero - Temporary parking allowed at the barns only. No long term parking there. You must be actively loading or unloading.
2. Fair entry and gate - Gates will be open with volunteer attendants during operating hours 8-8 Thurs - Sat. No one will be admitted through walking gates or drive through gates without a wristband. Maybe we should sell wristbands at the South Camp entrance, as well.
3. Free days - Thursday (indigenous peoples day) and Friday (kids day.)
4. Commercial Building - No commercial (non-info) vendors. What else can we do with it?
5. No free food for JLA - No BBQ ect. See Principle 1. If the objections are that JLA kids have no time to get food - parents can get it for them. Objection that it is too expensive - most JLAs are campers can parents not make them a sammich? Maybe the Rotary Club can offer reasonably priced sandwich meals? All vendor decisions must go through the office. This includes free vendors, so the office can plan accordingly with our other vendors.
6. Should we have a carnival - We may not have a choice, it depends on Jason. But he never gives us

confirmation in a timely manner. There are alternatives like Bounce America, for example.

7. Change Carcass Contest - This is often a hot button issue for sponsors. In 2025 they were mad that lamb and goats were not judged. Maybe change it to a "Born and Bred."
8. Allow bikes on fairgrounds - The kids love to ride their bikes. They do it even when we say not too. Also, they need them for the bike race.
9. Move Bike Races - Move to South Campground road? Saves us on weed whacking. The little kids can't do the big bumps. Maybe on the back stretch of the motor track?
10. JLA and buyers do not get free entry. See Principal #1. Buyers and participants ARE THE CUSTOMERS.
11. Change Auction location or time? - It worked well on midway by the bar.
12. No Friends of the Fair party
13. Gate counters - We need to have an accurate daily count of people coming in. This number is asked for more than any other number, by grants people, by publications, by vendors.

14. Volunteers for gardens and landscaping

Office Questions and Concerns 10/21/25

This is a list of concerns that need to be at least discussed if not decided immediately.

1. Phone lines are crackly and impossible to communicate on. We often have to use our cell phones.
2. Special events. We need timely decisions on whether or not we are doing Enduro, Pancakes with Santa, October Bingo, and Festival of Trees.
3. People who want unlimited access and gate codes include the Horse Club, Rotary, 4H, Quilters, and Morgan Rourke. Is there some reason they cannot come during business hours or schedule a time?
4. Missing agreements which need to be agreed upon, written, and signed. Rotary connex? Is it their connex? Are they renting space for the connex or the connex itself? What is our compensation? Volunteering? - Horse club needs agreement. - Is the 4H an MOU with us or with the County? We need some sort of written agreement or MOU.
5. Long term residents. Cynthia? Billy? Michael? We need to make expedited decisions and follow through on them. Why does the board need to be involved? We have been handling evictions in the office for years. We only ever had to inform the CEO of what was going on.