

Agenda

Humboldt County Fair Jr. Livestock Auction Committee
January 20, 2026
Humboldt Ag Extension Office / 4H Office – Humboldt Hill
6 p.m.

1. Agenda
2. Approval of October Minutes
3. Public Comment: *Any person may address the Committee or Board concerning a non-agenda item during this time. However, the Committee **CANNOT** discuss or act on a matter not listed on the agenda.*
4. Treasurer Report-Matt
 - A. Financial Report –
 - a. 2026 fair recommendation/changes discussions
5. Livestock Committee Chair Report: Johanna
 - A. Committee update / 2026 Fair Change Updates
6. Livestock Superintendent(s)- Joan & Jimmy
7. CEO Report – Moira
 - A. Showworks Contract changes if any?
8. Youth Representatives
 - A. FFA
 - B. 4H
9. Committee Reports
 - A. Declaration/Tagging – Clint & Shannon
 - i. Tag order deadline
 - B. Sale Order / Auction Business - Mandy/Valerie
 - C. Ticket sales - MaryAnn
 - D. Luncheon - Ag Teachers
 - E. Scholarship - MaryAnn
 - i. Confirm total and amount
 - F. Cashier & Collections – Mandy
 - G. Auctioneers/Clerk/Ringman – Valerie
 - H. Auction set-up- Stan/Jesse

- I. Decorations-Kim/Nikki
- J. Photos- Kaylin
- K. Program & Ad's – Nikki/Breanna
- L. Load Out & Processing-Clint
- M. Processing & Distribution – Tony
- N. Buyer Appreciation gift- Johanna
- O. Thank you, Table– Hannah/Jana

10. Business/Action Items

- A. JLA Rules Review – 2026 Fair Book
- B. Hog weight discussion – Public request for a drop in minimum weight to 200 based on sale dates moved up this year
- C. Hosting meetings via zoom, recording or meeting minutes to be posted online – public request discussion

11. Next Meeting: March 17th, 2026

12. Adjourn

Notice:

This agenda has been posted at least seventy-two (72) hours prior to the meeting in a location freely accessible to members of the public, in accordance with the Brown Act. The full agenda packet is also available on the Fair Association's website at <https://www.humboldtcountyfair.org/>.

For items appearing on the agenda, the public is invited to make comments at the time the item comes up for consideration by the Board or Committee. The Chair will call for public comment as each item is heard by the Board or Committee. For items not appearing on the agenda, the public is invited to make comments during the Public Comment period for non-agenda items. All speakers are invited to state their names but are not required to do so. If you wish to submit written material at the meeting, please supply 10 copies.

Americans with Disabilities Act:

Individuals requiring special accommodations to participate in this meeting are requested to contact the Fair Association Office at (707) 786-9450. Notification 48 hours prior to the meeting will enable the Fair Association to make reasonable arrangements to ensure accessibility to this meeting.

Humboldt County Fair Junior Livestock Auction Committee Minutes
October 15th, 2025
Humboldt County Agriculture Extension Office

1. The meeting was called to order at 6:00pm by President Mandy Marquez.
Members in attendance- Hannah Lovfald, Nikki Roberts, Kaylin Nylander, MaryAnn Renner, Catarina Freitas, Jana Pimentel, Sandy Hanks, Johanna Radoni, Mia Cahoon, Breanna Cahoon, Tony Machado, Matt Hauge, Moira Kenny, Jeff Stackhouse, Stan Shoemaker, Alissa Sarvinski, Mandy Marquez, Lee Chamberlain, Charlie Anderson, Hannah Van Duzer, Valerie Holmes, Michael German.
2. Minutes were approved from July. Motion was moved to approve, seconded, voice vote, minutes were approved.
3. Public Comment: no public comment
4. Treasurer Report- Matt Hauge- Sale was up 9% compared to last year with 3 less animals. Ad-Ons were down 17%. Please see the attached report. If you have reimbursements, please get those to Matt ASAP. If you have not had reimbursements come back to you, please check in with Moira.
5. Livestock Committee Chair Report-Johanna-no report at this time
6. Livestock Superintendent Report-Joan Crandell/Jimmy Hutchinson- no report at this time
7. Fair COE Report- Moira Kenny
 - a. Fair Dates 2026 at not finalized yet but the sale day is August 16th. This is one week earlier than previously. The board is still moving forward with trying to get horse racing dates, which will push the exact dates of the fair back until November.
 - b. Feedback from the committee post auction- Moira expressed gratefulness to the committee for putting on the auction and the work outside of the day.
8. Youth Representative Report-
 - a. FFA- Michael German and Mia Cahoon- Mia reported that sectional meetings have started. They hosted greenhand conference and sectional leadership night is coming up.
 - b. 4H-Catarina Freitas- The deep pit BBQ was a great turn out. Catarina was a chair for county baby week, and they made three baskets to donate to St. Joe's.
9. Committee Reports
 - a. Declaration/Tagging- Jana noted that more sheep/goat tags need to be ordered. Hannah said she had received one paper back into the office with the tag numbers and signatures. We need to be firmer in collecting the paperwork.
 - b. Sale Order/Auction Business-Mandy/Valerie-Hannah mentioned that there were some issues with the destination reports but she figured out the issue. We just need to be aware.
 - c. BBQ ticket sales and scholarship – MaryAnn- 1,204 total lunches were served. 359 comp tickets. 146 cash sale at the door. 699 pre-sale tickets. 22 students who were fined for not selling tickets. Please see the attached report from MaryAnne.
 - d. Fair activity in livestock area sale day- Moira/Mandy- Moira reported that it was difficult to appease the 7 day venders who were upset about some of the venders only there on Sunday. Everyone loved the facilities and the changes that were made. There was some frustration that there were no alcohol sales besides beer at the beer trailer. Overall, alcohol sales were lower for the whole fair. We appreciate the staff so much for all the work they did to keep people at the fairgrounds. We appreciate Bryce so much.

- e. Bar- no report at this time
- f. Water- Charlie Anderson- Lee did a good job getting everything lined up. We need kids to help distribute water during the sale and probably during the lunch.
- g. Luncheon-Hannah Lovfald reported that the lunch was great on the ag teachers side of things. The location was wonderful. We have some tweaks that we would like to do. We discussed working on the lines and setting out bee traps. Valerie reported that we need better signage for the location and the bar.
- h. Cashier and Collections- Mandy- There was significant buyer payment on sale day which is normal. The top 5-7 buyers need time to pay because they are larger businesses. Please spread that information to the community. We are so thankful to those top buyers. There are 3 outstanding buyers.
- i. Auctioneers/Clerk/Ringman-Valerie- no report at this time
- j. Auction set-up/clean up- Stan reported that there were a couple challenges, but they worked most of it out. Stan reported they are going to try to start set-up earlier. Mandy mentioned that there was a lot that was not set up before the fair for the whole livestock area not just for the auction day. Thank you for the Anderson's and the Shoemaker's for all the work that they did late nights to help set up all areas for the shows and not just the auction. Charlie put together a very detailed map of the set up. Thank you! Charlie reported that there was no one cleaning up shavings and there were several times where he pushed shaving up.
- k. Decorations- Nikki- Nikki reported that everything went well. The kids loved it. Considering a larger backdrop for the pig area. Thank you, Nikki and Kim.
- l. Buyer Photos-Kaylin reported that she has not received the photos yet. She will work with the fair office to order the frames and set a date with the youth reps to get them out.
- m. Program and Ad's-Nikki and Breanna- They reported that they have not received anymore checks for ads. Still waiting for a few. Jana suggested contacting the office to create invoices. The program and Central Office are great.
- n. Load Out and Processing-Clint/Jesse- Clint reported that the shoot worked out fine and Lee is going to work on fixing a few things. Clint is going to shop around for a few processing facilities. He would like to get the steer numbers as soon as possible.
- o. Trucking and Distribution- Tony reported that Schmidbauer and North Fork's meat is still at Kent's but everything else is here. 17 people left to pick up their beef. Thank you Ayers Distributing!
- p. Buyer Appreciation Gift- Johanna reported that buyers still like hats. If anyone has any ideas, please reach out.
- q. Thank you table- Jana reported that the table was chaotic. A lot of kids did not have postage or thank you for notes, but she provided most. She was there by herself for most of the day and she needs help. Someone else needs to be at the table next year. She proposed that the students receive a fine for not doing a thank you note. If students are putting thank you notes in a buyer basket, we need a process to get those kids checked off.

10. Old Business-

- a. By-Law Review/Discuss/Approval- Valerie made a motion to pass the bylaws. Jana seconded. Discussion followed. A 2/3 vote was taken. Motion passed unanimously.

11. Business/Action Items

- a. Committee Survey Discussion- please see the survey results from Mandy.
- b. Review of JLA Rules for 2026 fair guidebook-changes will commence at the January meeting. Please be prepared for this so that the staff has time to make changes.
- c. Hannah requested to consider lifting the limitation for dairy heifer replacement exhibitors to sell in the JLA if selling in the dairy heifer replacement sale. If there is no opposition to that change, it will go as a recommendation to the Livestock Committee. Over the past five years, there have been 4 exhibitors who have had a market animal as well as a replacement sale. Discussion followed. No recommendations were made. Suggestions were made to check with the heifer

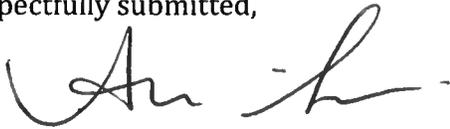
- replacement committee and see what they are thinking for the future.
- d. Request to consider increasing number of small animals in the sale- Joan made the request. Discussion followed. Jana mentioned that we need to look at minimum qualifications and the standards and make sure that small animals are market ready. Mandy mentioned that we need to watch our time for the actual sale. Adding animals will add time. Hannah pulled the numbers, and it could potentially add 3 animals to the sale, historically. Discussion followed. No recommendations were made at this time.
 - e. Officer Elections
 - i. Chairman-Jana nominated Mandy to remain in chair. Seconded.
 - ii. Vice Chairman- Valerie nominated Jana for Vice President. Seconded.
 - iii. Secretary- Jana nominated Hannah Lovfald for Secretary. Seconded.
 - iv. Treasurer- Valerie nominated Matt for Treasurer. Seconded.

Clint moved to close nomination. Voice vote. Motion passed. Clint made a motion to approve the slate of officers to take to the board for approval. Seconded. Voice vote, motion passed.

The next meeting is on January 20th at 6pm at the County Ag Extension Office

The meeting was adjourned at 7:28pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Alissa Sarvinski', with a stylized flourish at the end.

Alissa Sarvinski, committee member

**Humboldt County Fair JLA
2025 Analysis by Species**

Entries	Sales Price	Add-Ons	Average Sales		Commission by Species	Total	
			Price	Price (with Add-Ons)			
Goats	16	\$ 29,077.00	\$ 4,555.00	\$ 1,817.31	\$ 2,102.00	\$ 284.69	\$ 2,017.92
Poultry	66	162,786.00	24,851.00	N/A	2,842.98	376.53	11,258.22
Lambs	50	551,047.50	32,175.00	11,020.95	11,664.45	643.50	34,993.35
Beef	135	459,016.00	65,001.00	3,400.12	3,881.61	481.49	31,441.02
Swine	4	6,200.00	180.00	1,550.00	1,595.00	45.00	382.80
Rabbit	271	\$ 1,208,126.50	\$ 126,762.00				\$ 80,093.31

**Humboldt County Fair JLA
2024 Analysis by Species**

Entries	Sales Price	Add-Ons	Average Sales		Commission by Species	Total	
			Price	Price (with Add-Ons)			
Goats	12	\$ 19,140.00	\$ 6,320.00	\$ 1,595.00	\$ 2,121.67	\$ 526.67	\$ 1,527.60
Poultry	10	11,700.00	2,680.00	1,170.00	1,438.00	268.00	862.80
Lambs	55	112,442.00	24,468.91	2,044.40	2,489.29	444.89	8,214.65
Beef	61	526,665.50	43,875.14	8,633.86	9,353.13	719.26	34,232.44
Swine	133	386,255.00	74,305.51	2,904.17	3,462.86	558.69	27,633.63
Rabbit	3	2,800.00	1,134.44	933.33	1,311.48	378.15	236.07
Total	274	\$ 1,059,002.50	\$ 152,784.00				\$ 72,707.19

**Humboldt County Fair JLA
Comparative Analysis by Species**

Entries	2024		2025		Increase/(Decrease)	
	Average Sale Price	Average Add-On	Average Sale Price	Average Add-On	Average Sale Price	Average Add-On
Goats	12	\$ 1,595.00	\$ 2,121.67	\$ 526.67	\$ 222.31	\$ (241.98)
Poultry	10	1,170.00	1,438.00	268.00	422.05	(68.36)
Lambs	55	2,044.40	2,489.29	444.89	2,387.09	(75.76)
Beef	61	8,633.86	9,353.13	719.26	495.95	(77.20)
Swine	133	2,904.17	3,462.86	558.69	616.67	(333.15)
Rabbit	3	933.33	1,311.48	378.15		
Total	274					

Humboldt County Fair JLA

Sales Summary Report

2025

The total auction sale (including add-ons and excluding veggie auction and dairy heifer replacement sale) in 2025 was \$1,334,888.50, compared to \$1,211,786.50 in 2024, which is an increase of \$123,102 (10.16%).

The total auction entries in 2025 were 271, compared to 274 in 2024, which is a decrease of 3 (0.01%).

The total add-ons in 2025 were \$126,762, compared to \$152,784 in 2024, which is a decrease of \$26,022 (17.03%).

Even with the slight reduction in entries, the average sales price by species increased as follows:

- Goats 14%
- Lambs 21%
- Beef 28%
- Swine 17%
- Rabbit 66%

Ad-Ons have decreased two of the last three years.

2025 JLA BBQ Ticket Report:

Tickets used on 8/25/25

Comp tickets: Volunteer & Buyer	# 359	
Cash Sales @ table	# 146	(Deposit of \$2,290 made)
Presale Tickets	<u># 699</u>	
Total meals served	#1,204	

Breakdown of Comp tickets used:

Past Buyers	# 264
Volunteer comps	<u># 95</u>
Total Comps	# 359

Breakdown of Presale tickets used:

On-line tickets purchased used	# 129
Orange presale tickets used	<u># 570</u>
Total Presale used	# 699

Notes:

Approx. 20% of presale tickets & online tickets were not used.

2024 had 273 animals sold so there should have been 546 buyer tickets sent out. Only 264 of those were used – roughly half.

Had only 2 sellers that had incorrectly marked their ticket for 2 meals when their ticket stub had 1 meal and money returned for 1 meal.

There were 10 “Ad Only” listings sold presale.

\$100 fee for NO SALE or Late - 22

Youth Livestock Auction Rules

Auction is Sunday, August 25, 2024 at 1:00pm in the Covered Arena

Winning Prizes and Awards:

Bill of Sale & Code of Excellence upload due by Monday, June 24th

All livestock and small animal exhibitors must complete YQCA training. A copy of training certificate uploaded online is due to complete entry process, Monday, June 24th.

Committee Rules:

This outlined memorandum is an informational letter for exhibitors and their parents, mainly for the betterment of the Humboldt County Fair Youth Livestock Auction. Certain rules, regulations, suggestions and basic information pertaining to the auction are included. As exhibitors you should be familiar with this information so you can be fully aware of the auction's policies and procedures.

Before The Auction

1. The Humboldt County Fair Junior Livestock Auction is a terminal sale. By entering in any auction-eligible division, the exhibitor and their adult representative(s) are agreeing to the sale and processing of the animal.
 - a. An exhibitor may choose to voluntarily withdraw their animal from participation in the Junior Livestock Auction by providing written notification to the Livestock Superintendent or Junior Livestock Auction Committee President by Friday, August 23 at 12 pm. There is a \$100 fee, due at the time of written notification, for voluntary withdrawal of an animal from the sale.
 - b. All Champion animals are required to sell and may not be voluntarily withdrawn from the Junior Livestock Auction.
2. Contact at least two possible buyers for your animal prior to the opening of the fair. Remind them again a day or so before the date of the sale.
3. Work diligently with your animal so that you are a credit to the 4-H and FFA and make a favorable impression for all potential buyers. The animals must be clean and the owners should look their best to attract potential buyers.
4. Don't hold back animals from feed and water. This can make poor quality carcass.
 - a. Animals accepted for the Auction may exceed the Master Premium List top weights of 1,400 lbs for beef and 150 lbs for sheep. The auction buyer will be limited to paying only up to the above listed top weights.

For more information, please call the Humboldt County Fair Association main office 786-9511 or visit our website at www.humboldtcountyfair.org

DEPARTMENT: YOUTH LIVESTOCK

- b. Maximum weight for Market Goats is 120 lbs.
 - c. Any Market Goat over 120 lbs. does not qualify for the market class and is not eligible for the junior livestock auction, but may be used for showmanship.
 - d. Maximum weight for swine is 300 lbs. Any swine over 300 lbs. does not qualify for market classes and is not eligible for the Junior Livestock Auction but may be used in showmanship.
 - e. Additionally, minimum weight for steers and heifers is 1,100 lbs.; lambs 110 lbs.; goats 65 lbs.; and pigs 210 lbs.
5. Each exhibitor who has an animal in the auction must sell at least one ticket for the pre-auction luncheon. If not, \$100 will be deducted from their sale check. Those turning in tickets after August 1st will be fined \$100. Tickets are available from 4-H club or FFA advisors. Contact Mary Ann Renner (707) 496-1501 with questions or to obtain tickets.
 6. Exhibitors must be at least 9 years of age by January 1, 2024 to sell at the auction.

ENTRY DAY - TUESDAY, AUGUST 20, 2024**Animal Health Inspection Before Weigh-In**

Veterinarians and veterinarian assistants provided by the Fair shall check all livestock upon arrival for proper health certificates, signs of communicable disease, external parasites, unsightly disease conditions, and any wounds, open or closed, that may be contagious. Veterinarians and veterinarian assistants shall have the right to enter any pen or tie area to inspect an animal. Any animal found to be in an unsafe or unsightly condition will be quarantined in a designated area and then dismissed from Humboldt County Fair facilities. The Fair's veterinarians' decision will be final. Specific health conditions that may warrant quarantine and/or dismissal are active ringworm, warts, sore-mouth, infectious scours or dysentery, pinkeye, lice, mites, foot-rot, infectious pneumonia and abscesses which are balding showing hair separation, open, draining or still scabbed. Animals having surgical sites resulting from abscess removal are unacceptable if they have sutures (stitches), scabs or are draining. Animals that are lame or injured will also be dismissed at the discretion of the Humboldt County Fair veterinarian. Healed skin conditions may be sufficiently unsightly to warrant dismissal. (Lesions are considered active until skin is normal and hair regrowth is evidence.)

1. All animals will weigh in on the back side of the Pig Barn. Livestock scales will be open from 10am to 5pm. Animals are expected to be weighed in at their designated time. SEE YOUTH LIVESTOCK SCHEDULE.

For more information, please call the Humboldt County Fair Association main office 786-9511 or visit our website at www.humboldtcountyfair.org

2. An animal can be weighed only once and owner must sign weigh slip as animal exits the scale. Absolutely no re-weighs will be allowed. Parents or advisors who wish to see animal weighed must be on hand at the time the exhibitor has the animal on the scales.
3. The bill of sale for beef, sheep, goats, and swine must be uploaded online by Monday, June 24, 2024. The bill of sale for meat birds, and meat rabbits must be uploaded online by Monday, July 22, 2024 – Absolutely NO EXCEPTIONS. Beef and dairy cows must be owned 120 consecutive days prior to the Fair. Sheep, swine and goats must be owned 60 consecutive days prior to the Fair. Incomplete entry paperwork will not be accepted. A complete entry includes bill of sale, code of excellence, parent/guardian contract, copy of your current YQCA Certificate, Prop 12 Compliance (Market Swine Only), exhibitor signature, leader’s signature and parent signature. Entries need correct class and division numbers. The Fair is not responsible for incorrect or incomplete entries.
4. Youth exhibitors must groom and handle their own animals. Adults are to supervise only, not do the work. Violation of this local rule, or California State Fair rules, may result in disqualification from competitions or in disqualification from auction(s). Violations shall be subject to the review of the Board of Directors or by a committee designated for said purpose. California State Fair Rules can be reviewed at https://www.cdfa.ca.gov/FairsAndExpositions/Documents/Circular_Letters/2023/2024_State_Rules_for_California_Fairs.pdf
5. Any exhibitor who, in the Fair’s judgment, cannot keep their animal under control and presents a hazard to the public shall have the animal disqualified from the Fair and will remove the animal from grounds immediately. Any exhibitor acting in a non-responsible manner shall, along with their animal, be removed from the fair and may not be allowed to exhibit again in the future.
6. Exhibitors who qualify more than one animal for the Jr Livestock Auction must notify the Livestock Office by 9am, Friday, August 23, which animal he or she wishes to sell. Exhibitors must sell champion and reserve champion animals. An exhibitor who has one or more grand or reserve champions must sell all champions and may sell only one additional non- champion animal. Champion animals include replacement heifers.

THE DAY BEFORE THE AUCTION – Saturday, August 24, 2024

1. All exhibitors selling in the Auction must attend a Sales Orientation Meeting at 9am Sat, Aug 25 in the Covered Arena. Last minute instructions for the auction will be

- announced. If you miss this meeting, are late, or leave before the meeting is over, you will be fined \$25. No exceptions will be granted.
2. In the event your name was left off the sale order, notify the meeting chair immediately after the Sales Orientation Meeting.

THE DAY OF THE AUCTION – Sunday, August 25, 2024

1. Know your animal's order in the sale. If you miss your sale order, you will be moved to the bottom of the sale.
2. Be on time. It takes just over one minute to sell an animal, so you can plan accordingly. Any delay on your part can prolong the sale. Please be on time so the sale will run smoothly. If you miss your sale order, you will be moved to the bottom of the sale.
3. Do not solicit buyers on the Fairgrounds the day of the Auction. This refers to the handing out of cards or information on animals in the sale by exhibitors.
4. You must sell your own animals unless:
 - a. A FFA or 4-H event conflicts with the sale.
 - b. You have received prior approval from HCFA Livestock Committee for other arrangements (the request needs to be to them by July 12, 2024)
 - c. A medical emergency.
 - d. If an Exhibitor will be enrolled in college during the time of the Humboldt County Fair and would like to enter an animal in the fair and sell it at auction, the exhibitor must (1) deliver a written statement to the fair office, signed by the exhibitor, prior to start of fair (Friday, July 12, 2023) advising that the exhibitor will be in college during the fair and that they understand they must SHOW their own animal but will be allowed to have another exhibitor weigh their animal and sell their animal at auction; and (2) the exhibitor must SHOW their own animal.
5. Quite often there is confusion as to the price for which the animal is sold. The auctioneer tells what the animal was sold for, but the exhibitor is busy with the animal. Perhaps you could have a friend at the auction to check the selling price.
6. After your animal sells, stay with the animal as you move to the photo area and get your picture taken with the buyer, then move with your animal to the holding area where you will be relieved by the load out crew. A certificate with a photograph will be mailed to the buyer as a thank you from the owner and the Youth Livestock

- Auction Committee. Do not sit in the stands. They are for the buyers. A potential buyer may leave rather than stand.
7. If you are able to locate the buyer of your animal, thank them verbally for purchasing your animal.
 8. A thank you card must be completed and turned into fair staff by 8 pm on Sunday, August 25:
 - a. Write a thank you card.
 - b. Address the salutation to the name of the buyer of your animal.
 - c. Make the thank you personable. Without the buyers, there would be no sale.
 - d. Complete an envelope (to be provided by the exhibitor), which includes your complete return address and the complete name and address of the buyer, including the zip code. The envelope must have a postage stamp already in place so the thank you is ready to be mailed.
 9. Of your gross sales, no more than 7% (subject to change) is withheld from your check along with an additional \$90 for swine, \$70 for goats and sheep and \$185 for beef (subject to change). This commission helps to cover the expenses associated with the auction. Much of the work is donated, like the auctioneers, ring men, clerks, bank officials, leaders/advisors and committee members. However, there are other expenses that include:
 - a. Printing of sale catalogs, sales slips, etc.
 - b. Purchase of incentives to buyers
 - c. Stationary, postage and office supplies
 - d. Cost of pre-auction luncheon
 - e. Transporting and processing of the animals (processing of poultry and rabbits is the responsibility of the seller)
 - f. A contingency fund is kept as an insurance policy to pay for an animal that dies or doesn't meet certain requirements at the time of slaughter.

Livestock Auction checks will be issued as soon as funds have been collected from buyers. The JLAC makes every effort to ensure payment is as prompt as possible.