

DELAWARE COUNTY AGRICULTURAL SOCIETY
BOARD MEETING
JANUARY 17, 2017

ATTENDANCE

Present – Pat Allen, Jackie Colflesh, Lindsay Hope, Don Howard, Dan Huffman, Brad Jolliff, Larry Moreland, Pat Paykoff, Tiffany Rankin, Frank Reinhard, Carolyn Kay Riggle, Aaron Roll, P.J. Terry, Chip Thomson, T. Thomson, Kirt Trimble, Diane Winters, Tom Wright and Laryssa Hook (Ex-Officio).

Absent – Joe McLead, Tom Roll and Colleen Smith.

General Manager – Sandy Kuhn present.

GUESTS

Bryan Mellen, Wendy Hovey, Dave Winters and Vic Vining.

MINUTES

T. Thomson moved and Jackie Colflesh second the motion to approve the December 13, 2016 board minutes. The motion carried.

PUBLIC COMMENT

None

PRESIDENT’S REPORT

Pat Paykoff reported that he and many other board members attended the Ohio Fair Manager’s Association (OFMA) Convention the first week of January and picked up some good ideas for the 2017 fair. He reported that a joint meeting of the Executive and Budget/Finance Committee was held, the Bed Tax committee met and there have been additional committee meetings. Things are moving forward in 2017.

SECRETARY’S REPORT

General Manager, Sandy Kuhn discussed her activities over the past month which included attending the OFMA Convention and the secretary’s meeting, being appointed to the Delaware County Convention and Visitor’s Bureau Board and attending her first board meeting, and participating in the January session of Leadership Delaware 2017 which was on community service. She has also attended numerous committee meetings, working on getting bids for the projects at the log cabin and getting closer to narrowing down the final candidates for the Grounds and Maintenance Manager.

TREASURER'S REPORT

Treasurer, Dan Huffman gave the report. He reported that we have \$180,000 in the bank and all bills are up to date. They are still trying to wrap everything up for the year end. Frank Reinhard moved to approve the financial report, Larry Moreland second and motion carried.

PERSONNEL COMMITTEE

Don Howard reported that the committee met January 11. Minutes from the meeting were as follows: As everyone should be aware Phil Terry is retiring effective January 31. We discussed sponsorship manager position and job description. Plans call for us to meet again on January 24 at 6 p.m. in the fair office and review before presentation for approval. We will also finalize the interview team at that time. Also reviewing three other job descriptions with those being bookkeeper, office clerk, and office manager.

Grounds & Facilities Manager – currently have received more than fifty applications and have a few fairly well qualified potential interviewees. Many of the applicants have no leadership experience whatsoever and little to no computer experience. We plan to begin interviews before the end of the month.

EXECUTIVE COMMITTEE

Pat Paykoff reported that a joint Executive and Budget & Finance Committee was held January 9. Budgets were reviewed and Dan Huffman addressed putting \$1.5 million in the budget for capital improvements. This will account for using the bed tax money for capital improvements without having to amend the budget at every board meeting. The problem with not having financials for ODA on time was discussed and Tiffany Rankin will follow up with Micheal Vartorella, Director of Fairs, and explain our situation. Tiffany Rankin reported that she was contacted by Brian Householder, our auditor from the State Auditor's office and they would like to schedule our audit. They said we may qualify for an Agreed Upon Procedures (AUP) rather than a full blown audit. There would be a significant cost savings. Sandy Kuhn is checking with the commissioners to make sure they are okay with us only doing an AUP. We should know by February which audit procedure we will do.

Frank Reinhard reported that the Committee approved paying Phil Terry's 2016 commission of \$21,681. Frank Reinhard moved to pay Phil's commission. Brad Jolliff second the motion. Motion carried. P.J. Terry abstained from the vote.

AGRICULTURAL/EXHIBITS/EDUCATION/FAC COMMITTEE

Aaron Roll and Brad Jolliff reported that at the ODA meeting at the OFMA Convention they reviewed the 2016 rules violations. They talked about the fact that no drenching will be allowed moving forward. One of the issues addressed was animals not being castrated properly but they were working with that specific breeder to resolve that. There were not

a lot of problems or issues in 2016. Jackie reported that effective January 1, 2017 there would be no feed sold with medication in it without a veterinarian's prescription. This is a USDA ruling called the Veterinary Feed Directive. The board will try to help junior fair get the word out on this.

Aaron Roll reported that Pat Paykoff went to the junior fair livestock committee meeting the previous week and updated the group on the bed tax money and future plans. It was well received and the group appreciated being kept in the loop.

COMMUNITY/MEDIA/MEDIA/ADVERTISING COMMITTEE

Chip Thomson reported that the committee would like to buy the table top animal cut outs for advertising the fair dates this year. Diane Winters reported that the committee would be meeting with Tom Wright after tonight's board meeting to discuss racing advertisement.

SECURITY/MEDICAL/EMPLOYMENT TRAILER/GATES COMMITTEE

No report. Jackie Colflesh did say that at one of the sessions at the OFMA Convention it was brought up that the Delaware County Fair had a great Emergency Management Assessment plan but that it should not be on our website. Sandy Kuhn said she would see where it was posted and have it removed.

MOTOR SPORTS COMMITTEE

Larry Moreland reported that he has been in contact with all 2016 motor sports vendors except Fast Traxx. Sandy Kuhn will try to reach out to Fast Traxx. The committee is in the process of getting a budget together to present.

FACILITY/FACILITY PLANNING COMMITTEE

Larry Moreland reported that the water line by the pig barn has been repaired. They need to finish the concession as part of the water line project. The axle broke on the track conditioner so it was sent out to be fixed and is back. The "new" dumpster truck has been overhauled, the lifts switched from the old truck to it and new fenders put on and it is now back at the fairgrounds. During the ice and snow storms Pat Paykoff used his equipment to put down bulk salt verses paying a lot more for bag salt. The ice storm caused some issues but they were dealt with to the best of everyone's ability. Electric will be shut off soon in those areas that are not being used. A couple of water hydrants have broken due to negligence by some tenants. There is still work that needs done to get the Mounted Deputy Building on the sewer system verses paying to have it pumped out. Bruce Miley will be back up this week to put another catch basin in and hook the storm sewer to it.

RACING COMMITTEE

Tom Wright reported that he is planning to attend the Ohio Harness Horsemen's Association banquet on Sat., Jan. 21. He also has applied for a grant to have a Senior Breeders Championship. He has sent the racing schedule for 2017 to Bobby Oliver to put on the Little Brown Jug website.

SPONSORSHIP COMMITTEE

Tom Wright reported that Phil Terry will be retiring effective January 31, 2017. Tom is working with Phil to get all of his sponsorship information collected as well as other information Phil has acquired throughout the years. Frank Reinhard reported that Don Howard was working on a job description for the Sponsorship Manager position.

Tom is also working with a pharmaceutical company about a potential package deal similar to what was done with Whirlpool last year to bring a group to the 2017 fair. A group from Australia is also interested in a package.

HOSPITALITY/ENTERTAINMENT/SPECIAL EVENTS

No meeting. Carolyn Kay Riggle reported the committee will be meeting soon and she, as well as other fair board members, saw and talked to a lot of possible entertainers at the OFMA Convention.

ALL HORSE PARADE

Diane Winters reported that the All Horse Parade will be held Sept. 10, 2017 at 3 p.m. She also reported that a well-known supporter of the All Horse Parade, Robin Schroeder, passed away from a chainsaw accident.

WALL OF FAME

Chip Thomson reported that they currently had two finalists for the Lady Pacer and he would keep everyone updated as they moved forward with all awards.

VETERANS DINNER

Sandy Kuhn reported that the quilting group that does the Veteran's quilt would like to know if the dinner is going to be held this year so they can begin to work on the quilts. She said if no one was opposed she would reach out to the two Veteran's groups in Delaware County and offer to host the event at the fairgrounds in 2017.

FAIR BOOK

Sandy Kuhn reported that she would be meeting next week with the Delaware Area Career Center design class regarding the 2017 fair book. The fee for the book this year will probably be in the form of a donation to the design program or scholarships to the students who work on it.

EXHIBITORS HANDBOOK

Don Howard reported that he is working with the FAC team to identify the department chairs, vacancies, and acquiring emails to communicate changes for 2017. Sandy Kuhn reported that she is getting the old book converted from pdf to Word so they can make the changes easily.

TECHNOLOGY COMMITTEE

T. Thomson reported that the committee met last month and there will be a request in soon for video surveillance. The next step is for boring to occur so that the fiber optic phone lines can be put in the cabin and rest of fairgrounds.

BED TAX COMMITTEE

Tom Wright reported that the committee has met multiple times since the last meeting. Tom passed out the "To Do" list assigned after the last Bed Tax committee meeting so board members could get an idea for some of the activities of the group. Kurt Dieck, Tom Wright and Sandy Kuhn met with Jeff Benton in December to update him on the status of the committee as well as to have him review the capitalization policy. The meeting went very well. Tom Wright will be following up to meet with the other two commissioners as well as Ferzan Ahmed and Seiji Kille to review the policy.

Tiffany Rankin presented the new capitalization policy specific to bed tax purchases. Tom Wright moved to accept the policy as written. Don Howard second the motion and motion carried.

Chip Thomson brought up the 10 percent contingency fund. It was reported that the county can set up the 10 percent contingency fund in their system and can invest it but the money must stay with the county and they will be the ones responsible for determining where and how they invest it.

Discussion was held on using an architect to spec out the log cabin projects. Currently there is a bid from one company to do this and we are waiting for one more bid. Don Howard moved and Pat Allen second the motion that the board give the Executive Committee the ability to choose an architect with fees no greater than \$5,000. Motion carried.

TICKETING & PRICING COMMITTEE

Don Howard submitted the following report from committee meeting held Jan. 16, 2017 at the Fair Office

All tickets and pricing were reviewed and based upon discussion the committee recommends the following changes to Fair pricing for the 2017 fair;

Weekly fair pass – increase from \$35.00 to \$40.00. \$40 is still a 30% discount as compared to the weekly admission total being \$57.00

Jug Day – hold prices to 5p.m. instead of 3p.m. this would keep the 18 and older admission at \$18 and parking at \$5 until 5p.m. The parking would be free after 5pm and gate admission for adults changes to \$6 at 5 p.m. Changes warranted as the Jug is never over before 5p.m.

Pavilion Hill – Increase the price of the Wednesday single day ticket as well as the Thursday single day ticket each by \$10. Wednesday's price would move from \$160 to \$170. And Thursday's from \$240 to \$250. The two day combination package would still be priced at \$350.

Discussion was held on if tickets could be sold online. It will be researched and reported at a later meeting.

Don Howard moved these price and time changes be accepted, Pat Allen second and motion carried.

OLD BUSINESS

Conflict of Interest Statements were handed out to those board members who had not yet turned them in and Pat Paykoff asked that all board members turn in their completed form before leaving the meeting.

Ag Society memberships were sold to those three members who were not at the last meeting. There are only two members left who have not yet renewed their membership.

Numerous members attended the OFMA Convention and discussion was held about the various sessions people attended as well as entertainment and potential vendors. Pat Paykoff received the Delaware County Fair Supporter of the Year award for all of his work at the fairgrounds. He thanked the board for the nomination. We will start to compile a list of future nominees.

NEW BUSINESS

It was brought before the board that Bates Amusement (our current ride company) announced at the OFMA Convention that they will be exiting the business after the 2017 fair season. Bates Brothers would be interested in taking over our contract and they have been invited to the February board meeting. More discussion will be held regarding this as we move forward with future fair plans.

Laryssa Hook presented a proposal for a Junior Fair Bus Trip to the Fayette County Fair in July 2017. The budget request was for \$400 for up to 40 junior fair participants to participate in the trip. Lindsay Hope moved that up to \$400 be approved for the trip. T. Thomson second the motion. Discussion was held. Motion carried.

Discussion was held on whether Pat Allen from All Win Electric could remain the fair's electrician since he is on the board. Pat Paykoff said that was why we needed to collect the Conflict of Interest Statements so they could be submitted to the Ohio Ethics Commission and they could provide guidance and grant rulings on this. Again, it has been stated that Bed Tax money cannot be paid to board members but that general funds can be paid to board member's companies as long as the rates charged are fair and the work is of high quality. Discussion was held and the board will wait for the Commission's rulings before moving forward.

ANNOUNCEMENTS

None

Chip Thomson moved to adjourn. Brad Jolliff second the motion. Motion carried.

Patrick D. Paykoff, President

Sandy Kuhn, General Manager