

DELAWARE COUNTY AGRICULTURAL SOCIETY  
June 18, 2013

ATTENDANCE

Present – Jackie Colflesh, Dan Huffman, Don Howard, Joe McLead, Larry Moreland, Al Myers, Pat Paykoff, Frank Reinhard, Aaron Roll, Tom Roll, Colleen Smith, Phil Terry, Chip Thomson, Diane Winters, Don Wolf, Harold Wolford, Tom Wright.  
Absent- Kent Hastings and Jim Stimmel

Fair Advisory Committee Present – Randy DeVault, Kenny Edwards, Carolyn Kay Riggle

GUESTS:

Charles Miley, George Burger, Tracy Burger, Maria Burger, Lindsay Hope, Mallory Hope and McKinley Roll

The first order of business was the presentation of the Junior Fair Scholarship Awards. Diane Winters, Chip Thomson and Joe McLead discussed the process of choosing the award winners and the difficulty in making the selections from such a great group of young people. the recipients were McKinley Roll, Maria Burger and Lindsay Hope.

MINUTES

Chip Thomson moved that the minutes be approved as printed and Colleen Smith seconded. The motion carried.

FINANCIAL REPORT

Dan Huffman handed out a financial report showing the balances of all of the various accounts. He reported that receipts for ticket sales had tapered off, especially box seat sales. Tom Wright suggested that the fair office call those people who had not paid for their boxes. Larry Moreland moved and Don Howard seconded the report be accepted as given. The motion carried.

ADMINISTRATIVE & FINANCE COMMITTEE

Don Howard reported for the committee. A major discussion followed on the ticket audit and the number of tickets and passes that were unaccounted for. The discussion centered on developing more responsibility for tickets and passes taken and then a better accountability for tickets and passes returned unused or unsold. An additional discussion centered on purchase orders and the need to better control spending in general and spending limits in particular. Howard presented a four point plan that would 1) require all purchases on behalf of the Agricultural Society be made by the General Manager not to exceed the limit already in place for the General Manager; 2) require all purchases must be made with an office issued PO number; 3) need to send a letter to all vendors, suppliers and entities doing business with the fair that any and all purchases must have a PO number or the Ag Society would not be responsible for such debts; 4) require all tickets, passes, permits and other form of admittance must be ordered thru the office of the General Manager and delivered to same. Each item must be sequentially numbered and all must be signed out and accounted for by the GM or their designee. All unused and unsold items must then be returned to the fair office and available for audit. Diane Winters moved and Chip Thomson seconded that the proposal to revise the current PO system be implemented. The motion carried. Don Howard moved and Larry Moreland seconded that the proposal to order tickets, passes, permits and any other form of admittance be administered by the General Manager and that the same be delivered to the GM, and that the same be stored at the fair office and distributed by the fair office and the GM. The motion carried.

### EXECUTIVE COMMITTEE

Al Myers reported on the General Manager position. Three parties were interviewed for the position and the committee did not feel that either of the three should be considered at this time. The committee reached an agreement with Bill Lowe to stay on as the full-time General Manager thru the end of the year as the board continues to look for a replacement. Frank Reinhard discussed the failure to hire an office coordinator and that some other options were being looked at in order to fill the position. Al Myers reported that the committee agreed to not endorse paying commissions in those instances when a debt is taken care of by becoming a sponsorship as a means of retiring that debt. A discussion followed about concerns that the Executive Committee was making decisions on board matters that should have come before the board for board action. President Myers noted that any and all committee meetings are open to all board members. He pledged to notify all board members of future Executive Committee meetings in advance along with an agenda of known items to be discussed.

### AGRICULTURAL & EXHIBITS COMMITTEE

Aaron Roll reported for the committee. There was a short discussion about Department of Agriculture notification forms. There was another discussion about whether all veterinarians on the grounds to look at race horses need to be listed on the official vet list submitted to the Department of Agriculture. The result was that only the official fair veterinarian needed to be submitted because some horse owners were bringing their own vet to look at a horse and the fair would have no way identifying those people.

### COMMUNITY AFFAIRS COMMITTEE

Diane Winters reported for the committee. She informed the board of the participation of members in various upcoming July 4<sup>th</sup> parades. Colleen Smith reported that she had attended on the fair's behalf, an after hours event put on by the Dublin Chamber of Commerce earlier that evening.

### SECURITY/MEDICAL/STAFFING/TRANSPORTATION COMMITTEE

Dan Huffman reported for the committee. He asked that those areas of the fair, that use staffing from the employment trailer, determine their needs in advance of the fair rather than waiting until the day of the event. He discussed that the property adjacent to the fair owned by Pat Paykoff that had been used by the fair for additional parking would not be available due to insurance considerations. Signage will be posted that there is to be no fair parking in that lot. He also noted that a security meeting was to be held after July 4<sup>th</sup> with Sheriff Russ Martin. Diane Winters discussed the need for some work to be done on the people movers prior to the fair.

### MOTOR SPORTS COMMITTEE

Larry Moreland reported for the committee. He discussed the need to update some of the committees proposed budget items.

### FACILITY AND FACILITY PLANNING COMMITTEE

Larry Moreland reported that the committee would be meeting June 20<sup>th</sup> to discuss proposed renovations and improvements to the Junior Fair Building. Bill Lowe discussed a recent accident on the fairgrounds in which a motorist took out a utility pole damaging electric and sound lines and equipment in the 4H area. The damage to be covered by the motorists insurance. Chip Thomson reported on the need to stain the Log Cabin prior to the fair and that an individual had volunteered to do the work with the fair providing the materials. Thomson moved and Frank Reinhard seconded that the individual work with the committee to get the project accomplished prior to the fair. The motion carried.

### MEDIA COMMITTEE

Tom Wright reported for the committee. He talked about a fair video that the committee had discussed that would not be available for the 2013 fair but hoped to have it completed in 2014. Phil Terry reported that state regulations had changed and no longer could requests for two f-2 permits be submitted in the same month. Thusly one permit was submitted with a hopeful approval date of August 1<sup>st</sup>. The other application would be submitted in July. He discussed the idea of having some type of musical group play music in the area of the 3<sup>rd</sup> turn between races on Jug Day. He also discussed the idea of tossing t-shirts into the crowd during Jug Day. Wright discussed the need to get the dates changed on the existing yard signs to reflect the 2013 fair dates. Also discussed was a mailer similar to one mailed in 2012 that advertised the fair and all of its activities including a coupon for a buy 1 admission get 1 free admission on the last Saturday of the fair as well as more use of the Route 23 sign to promote the fair. He announced that a group of Olentangy High School students had agreed to do social media on Face Book and Twitter during the races on Juliette Day and Jug Day. Pat Paykoff informed the board that the fair could have the use of the billboard on his property adjacent to the fairgrounds at no cost.

### RACING COMMITTEE

Tom Wright reported for the committee. He informed the board of a check received by the fair from the Ohio Racing commission for \$15,100 as the result of casino gambling in the state. Of the total amount, \$11,600 has to go to purses and \$3,500 can be used for track maintenance or track equipment. The committee was trying to arrange for the governor to present the 2013 Jug trophy. Wright discussed scar firing the racetrack prior to the fair for the first time in four years. The work would be done by Greg Coon at a cost of \$3,500 plus any equipment charges that would have to be rented. He included those costs in the committee's proposed budget to be discussed later on. Wright also discussed possible ideas for financing new horse barns. Wright then presented a preliminary budget to the board for the racing operation. He talked about the advertising budget and how the category of Other Advertising Expense does not adequately define the various items that go into that category and the need for some of those expenses to be more transparent. Discussion followed regarding passes to be distributed be submitted at a board meeting prior to the fair. Tom Wright then moved and Colleen Smith seconded the report be approved as presented. The motion carried.

### HOSPITALITY/ENTERTAINMENT & SPECIAL EVENTS COMMITTEE

Colleen Smith reported for the committee. She discussed the various catering proposals that the committee received for the Pavilion and for the Back Stretch Hospitality Tents. The committee recommended the firm Pig Foot be awarded the contract for the Backstretch Tent due to their price and menu quality. Their price was \$5,775. Colleen Smith moved and Chip Thomson seconded that Pig Foot be awarded the contract. The motion carried. The committee recommended the firm of 2 Caterers be awarded the contract for the Pavilion Tent at a cost of \$73,690. Larry Moreland moved and Don Wolf seconded the contract be awarded to 2 Caterers. The motion carried. Discussion followed on the paying of commission on the catering sponsorship. Phil Terry mentioned that the bottom line for the food contract could be reduced if the number of people served is a smaller number.

### HORSE PARADE COMMITTEE

Diane Winters reported for the committee and announced that the parade permit had been issued by the city of Delaware.

### FIBER OPTIC COMMITTEE

No report

NEW BUSINESS

Bill Lowe reported that the Asplundh Tree Service was parking vehicles on the grounds near the Route 23 gate in exchange for the removal of 13 dead trees on the grounds.

There being no further business, Chip Thomson moved and Al Myers seconded the meeting be adjourned. The motion carried. Next meeting to be held 7/16/13 at 7:00PM in the Log Cabin.

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Al Myers, President

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General Manager

