

DELAWARE COUNTY AGRICULTURAL SOCIETY  
BOARD MEETING  
January 18<sup>th</sup>, 2022 – Fair Office Conference Room

ATTENDANCE

Present – Jeff Armentrout, Jennifer Brown, Jackie Colflesh, Adam DeMarco, Mark Fisher, Patricia Gladman, Mike Harter, Dan Huffman, Michael Knapp, Bryan Mellen, Jon Melvin, Tiffany Rankin, Colleen Smith, Chip Thomson, Chris Welker, Benjamin Wenner, Diane Winters, Tom Wright, Laryssa Hook.

Absent – None

GUESTS – T. Thomson

CALL TO ORDER AND ROLL CALL

Tiffany Rankin called the meeting to order at 6:03 pm. Bryan Mellen led the Pledge of Allegiance. Benjamin Wenner took roll call.

PUBLIC COMMENT

None

MINUTES

Chip Thomson moved, Diane Winters seconded that the previous meeting minutes be approved. Motion carried.

PRESIDENT’S REPORT

Tiffany Rankin announced her goals for 2022:

- Hiring a new fair manager
- Developing a vision of what’s next for bed tax projects
- Improving group cohesion and community effort towards common goals

Tiffany reinforced her trust in committee chairs and the importance of committee work for successful board meetings. And she wished congratulations to Mark Fisher as a new father.

At the OFMA annual convention, Laryssa Hook and Morgan Mellen received an award for innovative fair activities with their “Animals and Me” show. We congratulate them on this achievement and look forward to continuing the show in the future. Five board members also presented at the OFMA meeting: Don Howard, Chip Thomson, Tiffany Rankin, Benjamin Wenner, and Diane Winters.

SECRETARY’S REPORT

None. Benjamin Wenner will be acting Secretary at board meetings until a fair manager is hired.

TREASURER’S REPORT

Dan Huffman stated that for this time of year, the fair finances look good on paper. He reminded the board that a significant sum on our financial statements is committed to spending categories or projects.

Chip Thomson raised a question about item 1490 on the financial statement. Dan clarified that this increase in income was related to increased return of worker’s compensation funds from 2021 over 2020. Colleen Smith inquired about more detailed itemization of “other income” and “other expenses” categories. Tiffany Rankin clarified that the purpose of this is a placeholder uncategorized income that could vary year to year. She offered to itemize this in greater detail in the future as relevant.

Discussion ensued about a punch list for the Agriculture Center. There are some funds unreleased to the contractor, Dan Huffman and Jon Melvin are involved in this discussion as there are concrete and HVAC concerns that need addressed. Chip Thomson expressed frustration about cracks in concrete.

Chip Thomson moved and Diane Winters seconded that we should hire a photographer to document the crack's current status. Benjamin Wenner moved and Tom Wright seconded to table this motion until new business where it belongs. Motion carried.

Adam DeMarco moved and Mark Fisher seconded to approve the treasurer's report. Motion carried.

## COMMITTEE REPORTS

### EXECUTIVE COMMITTEE (minutes included in packet)

Tiffany Rankin went through her committee minutes, emphasizing the following points:

- Sandy Kuhn's computer, data, and emails are on file with the president. If anyone needs to double-check a contract, meeting date, event, etc., they can reach out to Tiffany for that information.
- There have been some delays in response time related to website service. This contract has a 90d out clause.
- The target date to release a job description/posting for the new fair manager is January 31. All board members will have an opportunity to review resumes.
- The General & Administrative Committee continues to schedule meetings with employees to solicit and provide feedback.

### GENERAL & ADMINISTRATIVE COMMITTEE

Chip Thomson stated that the committee will meet with Jenifer Thursday with the goal to meet with all folks within the next 21 days. They have a lot of work to do: collecting job descriptions and setting expectations. Committee chairs involved in direct work with employees will be included in meetings.

Mike Harter indicated there were contracts that would need voted on under new business since they deviated from the set pricing schedule.

- A contract with Mudgirls for 2022 that increased rental to \$18,000 with a \$1,000 car buyout.
- A contract with Rugged Maniac to match the Mudgirls agreement.
- A contract with the Sportsmen Alliance for \$5,000.
- A contract with the Ohio Cattlemen's Association for their annual banquet which increased a decreased price for a 2-year agreement.
- An agreement with a Buckeye Valley PTO for a fundraiser for \$3,500.

### FINANCE COMMITTEE REPORT (minutes included in packet)

Dan Huffman stated that the auditor's office provided a letter stating that they need to collect taxes on the new building we have constructed. He requested a motion to approve attorney fees (ca. \$6,000) to file an exemption to reduce the tax burden. Dan will also need a motion to approve the fair report for ODA. Discussion ensued on the exemption process.

Don Howard moved and Jackie Colflesh seconded to approve money for the projected attorney fees, up to \$6,000. Motion carried.

Jon Melvin moved and Chris Welker seconded to approve the ODA report. Motion carried.

Chris Welker updated the board on his efforts to segment the fairgrounds businesses to evaluate profitability and expenses. He started with motorsports and will keep the board updated.

Tiffany Rankin updated the board that 1099s will be required for all youth exhibitors selling in the 4-H auctions and grossing in excess of \$600. Benjamin Wenner asked what the expected fee per exhibitor would be. Dan Huffman projected this at \$15/exhibitor. Benjamin will incorporate this into the FAC budget for 2022.

### FAIR ADVISORY COMMITTEE

No report. Next meeting is February 5<sup>th</sup> at 8:00 am.

### ADVERTISING COMMITTEE

Chip Thomson reported that race programs were being incorporated into the advertising budget instead of being billed to racing.

Chip Thomson moved and Mark Fisher seconded a budget of \$75,000 for the advertising committee. Motion carried.

### SAFETY COMMITTEE

Mike Harter indicated he is talking with towing companies about a 1-year contract.

Related to a recent incident involving snow removal damage to a vehicle, there was discussion and agreement led by Mike Harter, Dan Huffman, and Chip Thomson about the importance of signage for safety. Mike Harter will lead work on this within committee.

### MOTOR SPORTS COMMITTEE

No report.

### FACILITIES/MAINTENANCE COMMITTEE (minutes included in packet)

Mark Fisher reviewed the minutes from the packet, highlighting a few key issues.

- The committee recommends establishing shifts for maintenance employees to guarantee someone on staff to answer questions beyond 4 pm or on the weekends. Mike Harter questioned employee willingness to adopt this approach. General discussion followed about what intended hours are currently, what overtime compensation (if any) is provided to different positions, and what the goals of this shift arrangement would be. Mark Fisher clarified that only full-time employees are affected by the shifts and tenure of employment would be used to offer shifts available in order of seniority. Chip Thomson will review payroll questions during employee interviews.
- The water heater situation in the horse barns has been tricky. Jennifer Brown volunteered to loan one of hers which Mark Fisher had maintenance/racetrack crew install on short notice. General discussion followed on the types of water heaters used, the electrical competency required to install one, and potential electrical load limitations to water heater installation in the barns.
- Jennifer McGowan is handling the insurance claim for vehicle damage sustained during the 1/17/2022 snow event.
- The committee will be seeking approval for several large purchases under new business to address equipment deficiencies identified by both maintenance employees and committee members. General discussion followed on how a grader could be valued, what the probable auction value could be, and how a recommended budget allocation was decided.

### RACING COMMITTEE

Tom Wright updated the board on the OHHA banquet held the past Saturday. A proposal was approved at the OHHA Annual Board meeting to nominate all horses to the Jug, Juggette, Bucket, and Buckette races with the monies OHHA provides us. The goal is to have a larger pool of horses for each staked race.

### HOSPITALITY COMMITTEE

No report as there was no committee meeting.

Colleen mentioned that a potential act from last year, North of Nashville, had a promoter who wished to hold a meeting and make a proposal for a) fairgrounds entertainment, b) midway entertainment, c) a summer concert.

### BED TAX COMMITTEE

Tom Wright reported there had been no meeting but Harper has been very busy with work on the proposed grandstands renovations stages. There will be a weekend meeting soon to discuss as a board the next steps for bed tax projects.

### AG HALL OF FAME

Don Howard has submitted a budget. He invited anyone interested to walk upstairs after the meeting to see the model of the fairgrounds he uncovered in the old fair office building.

#### ALL HORSE PARADE

Diane Winters plans recruit Silver Saddles again towards a world record attempt in 2022.

#### OLD BUSINESS

Diane Winters asked on the status of the new sign for the SR23 gate. Chip Thomson indicated the sign is now in the U.S. and a stand is currently being built.

Diane Winters asked about the status of a floor scrubber. There are currently none available.

Chris Welker updated the board from the OFMA Annual Meeting on the following:

- The Red Book is currently being updated and will be available online later.
- There is currently some legislation in discussion related to prevailing wage and fairgrounds.
- SB12 (LBJ license plates) came up in discussion
- Officers for 2022 were elected.

Benjamin Wenner updated the board that final separation paperwork with Sandy Kuhn had been completed.

#### NEW BUSINESS

T. Thomson's incentive report was received Monday. Will require review before compensation is paid.

Chip Thomson moved and Chris Welker seconded to purchase a racking system for the Agriculture Center to store tables and chairs. Colleen Smith asked what size the racks would be. Motion carried. This will be part of bed tax expenditures.

Chip Thomson moved and Don Howard seconded to accept a trade-in offer for 2 Grasshopper mowers, 1 damaged John Deere mower, and 1 rusting batwing mower towards a state-bid purchase on new diesel mowers for a net expense of \$51,050. Motion carried. These mowers will be delivered in the summer once available.

Don Howard moved and Jackie Colflesh seconded a motion to purchase a white Chevrolet Silverado with 91,000 miles and a 9' service body for \$15,785. Mike Harter raised the concern that this truck was 2WD rather than 4WD for snowplowing and that the maintenance shop did not need a service truck. Colleen Smith asked what happens to the old equipment sitting around the grounds; Mark Fisher answered that it would be junked. Dan Huffman indicated that a service truck was a more timely option than a Gator as a Gator (or equivalent equipment) would be more expensive and undeliverable in the current marketplace. Motion carried.

Chip Thomson moved and Dan Huffman seconded to approve a closed bid for a grader in E. Ohio for up to \$25,005. Motion carried.

Chip Thomson updated the board on a ride company updated contract. Triple Treat proposed a renewal for 2023 and 2024 with the addition of 2 paying food vendor locations on the midway. Chip Thomson moved and Mark Fisher seconded to approve this proposal. Motion carried.

Chip Thomson brought forward a proposal from the chair rental company to purchase approximately 4,000 chairs for \$2.00. There was general discussion on the loss of tables to said rental company, the condition and type of chairs, and the [lack of]necessity to purchase chairs at the current time. Chris Welker moved and Mark Fisher seconded to purchase the chairs for a sum of \$4,000 (approximately \$1/chair) on the condition that our tables are returned. Motion carried.

Benjamin Wenner moved and Chris Welker seconded to untable the motion from Chip re: photographing concrete cracks. Vote was called. Motion carried. T Thomson will take the photos.

EXECUTIVE SESSION

None.

ANNOUNCEMENTS

Chip Thomson plans to print “All Access” passes for board members to be able to access the fairgrounds during any event held on the grounds for the purpose of being able to assist/observe.

ADJOURN

Benjamin Wenner moved and Chip Thomson seconded to adjourn the meeting. Motion carried.

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Tiffany Rankin, President

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Benjamin Wenner, Acting Secretary