

DELAWARE COUNTY AGRICULTURAL SOCIETY
BOARD MEETING
December 21, 2021 – Fair Office Conference Room

ATTENDANCE

Present – Jeff Armentrout, Jennifer Brown, Adam DeMarco, Mark Fisher III, Mike Harter, Don Howard, Dan Huffman, Mike Knapp, Bryan Mellen, Jon Melvin, Tiffany Rankin, Colleen Smith, Chip Thomson, Chris Welker, Benjamin Wenner, Tom Wright, Diane Winters and Sandy Kuhn.

Absent – Jackie Colflesh, Patti Gladman, and Laryssa Hook.

GUESTS – T. Thomson

CALL TO ORDER AND ROLL CALL

Tiffany Rankin called the meeting to order. The Pledge was led by Jeff Armentrout. Roll call was taken by Sandy Kuhn.

PUBLIC COMMENT

None

Benjamin Wenner moved and Jon Melvin second a motion for Patti Gladman to be excused from the meeting. Motion carried with no objections.

MINUTES

Tom Wright had a question in the minutes about Jennifer McGowan's incentive that was paid. It was explained that the incentive was paid for the vendors in the Merchant's and Coliseum for the 2021 Fair. Colleen Smith moved and Mark Fisher second a motion to approve the November 16, 2021 board minutes. Motion carried.

PRESIDENT'S REPORT

Tiffany Rankin reported that she had sent the Committee assignments out. A few tweaks are still needed and some committees still need people. She reminded Committee Chairs that they can have non board members serve on their committees. She thanked the Committee Chairs for their work so far.

She reminded everyone about the OFMA Convention in January. Benjamin, Chip, Diane, Tiffany and Don will be presenting at the convention. Chip Thomson said that Jennifer McGowan is working on getting them a hotel room for the convention.

Tiffany said that she wanted the meeting to be light hearted and short and the plan is to go to the Scoreboard after the meeting.

She reported that the General/Administrative Committee met with the staff last week. Many of the staff are on vacation between Christmas and New Year's so the office will be closed unless anyone has a problem with that. The track will need to be maintained and manure hauled. Darrell Whitaker can help on the track while Wayne Byus is on vacation.

They will start holding the board meetings in the Ag Hall of Fame starting with the January meeting. It is more inviting to the public.

Tiffany thanked everyone for their hard work in 2021 and wished everyone a Merry Christmas and to come back in January renewed.

SECRETARY'S REPORT (Full report in board folder)

Sandy Kuhn said that her report was sent out in the board packet. She thanked the board members who attended the Christmas in the Cabin and thanked those who donated food or money – Diane Winters, Joe McLead and Jackie Colflesh.

TREASURER'S REPORT

Dan Huffman reported that the year end is not done. They are working on the bank statements. He sent budgets to some of the Committee Chairs. Quita Hines has come back to work. If anyone needs anything get with Dan. He reminded everyone that as you look at the financials there is \$500,000 in there that is for the grandstand project. Diane Winters moved to accept the treasurer's report. Chris Welker second and motion carried. Benjamin Wenner abstained from voting.

EXECUTIVE COMMITTEE

Tiffany Rankin reported that the Executive Committee met two weeks ago to discuss the fire in the tack room in Barn 35. The Sheriff's report was that something (probably a cigarette) was put in the trash can and caused the fire. It was mostly smoke damage. Thankfully no people or animals were hurt. Mark Fisher got a quote to get the tack room repaired and they will move forward with that. Employees were talked to in regard to reporting things like this to either the manager or a board member. Jennifer Brown said that she sent a text to all the trainers on the grounds regarding the no smoking policy in the barns. It has been requested for random fire inspections to take place starting this winter to identify and resolve possible hazards.

GENERAL & ADMINISTRATIVE COMMITTEE

Chip Thomson said that the Committee met with the employees on December 14. The intent was to listen to the employees and open up communication with them. Chip Thomson will send the minutes out to the board. The next step is to meet with employees individually. They wanted the meeting to be productive verses a complaint session. The Committee will have a detailed report by the next board meeting. Employees were told who their contact/point person is. Chip said that it was a good meeting.

Mike Harter has turned the Caribbean Festival collections over to the prosecutor's office. Ms. Wright said she would make contact with the fair office to make payment arrangements and she has not done that.

Mike Harter brought forth a proposal from the Sportsman's Alliance to hold a banquet on May 21 in the Ag Center. They offered \$4,500 for everything. Mike Harter moved that Sportsman's Alliance be offered the Ag Center use for \$5,000, with 20% non-refundable deposit, and normal fees for tables and chairs. Bryan Mellen second the motion and motion carried. Sandy Kuhn will send the proposal to Craig at Sportsman's Alliance.

FINANCE COMMITTEE REPORT

Dan Huffman reported that the second PPP loan forgiveness has been applied for. He has tried to start paying on the SBA loan but they won't allow a payment until July. If he hears something on how to begin making payments he will get with the Finance Committee to move that forward.

FAIR ADVISORY COMMITTEE

Benjamin Wenner reported that the FAC Committee did not meet. He requested from Tom/Jon/Bed Tax Committee a Junior Fair Building plan and timeline that he can present to the FAC Committee.

ADVERTISING COMMITTEE

No report.

SAFETY COMMITTEE

Mike Harter has contacted Fire and EMS to let them know who their new point of contact is.

Mike was able to get a quote from a company in Columbus for the water barriers like the ones that were borrowed last year. They are normally \$350-\$400 but they have some used ones that they will sell for \$225 each, if DCAS purchases 12 or more. Discussion was held.

MOTOR SPORTS COMMITTEE

No report.

FACILITIES/MAINTENANCE COMMITTEE

Mark Fisher reported that the committee met and minutes were sent out with the board packet.

Mark reported that he and Dan Huffman worked on some projects in the Merchants Building, Coliseum and in Barn 35.

A truck was donated to the fairgrounds. Another one was dropped off but they are not accepting it.

The intent is to get rid of some of the older equipment. They will be painting and fixing up a couple of the older trucks for use on the grounds. They are getting quotes on new mowers. If you are out and about and see things that need done please let Mark Fisher know. If the horsemen need work done they are to fill out a work request form and take to the office. The forms are going to be available in the office and in both the men's and women's track restrooms.

Jeff Armentrout is working with Columbia Gas to get gas installed in the Coliseum. It should be done in the next 20 days.

RACING COMMITTEE

Tom Wright said he appreciated the support to be able to go to the Race Secretary's meeting. Five states haven't submitted their race dates so that makes it difficult for planning.

Tiffany reported that they are wanting to use Mick Fisher to do stall counts. They would pay him an hourly rate to do that.

Tom Wright will be presenting to the OHHA board next month. The OHHA capital improvements grant was submitted. T. Thomson announced that the OHHA banquet is January 15. Board members are to let T. know if they would like to attend.

HOSPITALITY COMMITTEE

No report.

BED TAX COMMITTEE

Tom Wright passed around additional minutes from the second Bed Tax meeting that was held with Scott Harper and Kevin Wise. There are still a few items that need to be worked out with Marker – exhaust fans and exterior concrete before their last payment can be made. They are also in the process of moving forward to get the barn doors for the Ag Center interior.

Kevin Wise and Scott Harper have been great to work with on the grandstand project. More than the original \$500,000 capital budget grant will be needed to get all of the work done. The intent is to figure out what can be done by the 2022 fair and move that part forward.

Tom would like to have a meeting on updating the master plan. It would need to be at least two or three hours. After that, projects can be packaged and financing options explored. He would like all Bed Tax Committee members to participate and any other board members who would like to. He will get possible dates sent out.

Jon Melvin presented a proposal from Harper Architectural Studio for the grandstand project. Harper is estimating the entire grandstand project to be around \$3.2 million. He is proposing his architectural fees for Phase I to be \$257,000 and Phase II to be \$21,000. It would be an amendment to the current contract for the Ag Center. Bryan Mellen moved to amend the current contract with Harper Architectural Studio to spend up to \$300,000 for Phase I and Phase II architectural work. Benjamin Wenner second the motion and motion carried.

Chip Thomson brought up that there were a lot of maintenance issues that needed addressed including but not limited to the log cabin, roofs for the Jug and Juliette barns and the paddock.

ALL HORSE PARADE

Diane Winters reported that she has been in contact with the police department regarding an incident at a parade in Wisconsin where someone drove through the parade. She wanted them to be aware of it for planning purposes for the 2022 All Horse Parade.

HALL OF FAME/MUSEUM

Don Howard reported that he is working on a budget for the committee and is also working with some potential donors.

OLD BUSINESS

The OFMA Convention will be held January 6-9. Sandy passed around the list of who had signed up and for what events. Be sure to make any changes before you leave tonight and get it back to Sandy.

Sandy Kuhn gave an update on the golf cart situation. Jennifer McGowan reached out to five other golf cart companies and none of them were interested in bidding on the fair. Diane Winters moved to approve a two year golf cart agreement with Eagle Golf Cart. Jon Melvin second the motion and motion carried.

NEW BUSINESS

Benjamin Wenner moved and Mark Fisher second a motion for Triple Treat to increase wrist band prices from \$15 to \$20 for the 2022 Delaware County Fair. Motion carried

Chip Thomson moved and Bryan Mellen second a motion to donate a six person box for the OFMA auction. Motion carried.

Mark Fisher asked the status of hiring an Event Coordinator through Destination Delaware. Sandy Kuhn provided an update. The money for the position has not been released by the County Commissioners to Destination Delaware. The County is still trying to confirm what the funds they received can be used for. Board members can reach out to the County Commissioners to let them know that DCAS is ready to move forward with the position. Colleen Smith said that D.J. Young would still like to be involved in the hiring of that person. Discussion was held. Benjamin Wenner reminded the board of the need to move forward in hiring a new general manager.

The year round liquor permit application was brought up. It is moving forward but PEP (DCAS insurance company) has concerns about the liability of it. Dan Huffman reported that he is working with the insurance company on this. He will keep the board abreast of his discussions and it can be revisited at a later time to determine what next steps are.

Mike Harter addressed the need for a release of liability form for the turn 1 scaffoldings. It needs to be ready to send with the invoices, so needs completed by February. It was referred to the Safety Committee to work on it.

Tom Wright brought up how to recognize Pat Paykoff for all of the work he did on the Ag Center. Discussion was held.

Jennifer Brown moved to adjourn. Mark Fisher second. Motion carried.

ANNOUNCEMENTS

Tiffany Rankin, President

Sandy Kuhn, Secretary/General Manager