

DELAWARE COUNTY AGRICULTURAL SOCIETY

BOARD MEETING

April 21, 2020 – Conference Call

ATTENDANCE

Present – Jackie Colflesh, Mike Conklin, Mark Fisher, Mick Fisher, Mike Harter, Don Howard, Dan Huffman, Joe McLead, Bryan Mellen, Jon Melvin, Larry Moreland, Pat Paykoff, Tiffany Rankin, Aaron Roll, Tom Roll, Colleen Smith, Chip Thomson, Benjamin Wenner (7:05 p.m.) , Diane Winters, Tom Wright, Laryssa Hook (Ex-Officio) and Sandy Kuhn (General Manager/Secretary).

Absent – Pat Allen

GUESTS

CALL TO ORDER AND ROLL CALL

Tom Wright, called the meeting to order. The Pledge was recited. Roll call was taken. The meeting was held via a conference call.

PUBLIC COMMENT

Laryssa Hook updated the group on OSU Extension and 4-H. They are doing virtual club meetings until July 6. Enrollment is being processed and it looks like they will be down around 200 4-H'ers for 2020. She said they are doing okay considering the circumstances. Livestock tagging and weigh-ins will still go on as scheduled for sheep and goats. Things are moving forward as much as they can at this time.

MINUTES

Jon Melvin moved and Jackie Colflesh second the motion to approve the March 17, 2020 board minutes. Motion carried.

PRESIDENT'S REPORT

Tom Wright reported that he had sent out his report ahead of time but he touched on the following items (full report in board folder):

- We have received the Paycheck Protection Program (PPP) loan approval number and found out today that the loan was approved. Funds should be in our account soon. The money can be used for payroll and utilities (up to 25%).
- Sandy sent out financials yesterday. Very important that you not look at this as we have plenty of funds in our operating account. The majority of these funds are tied to this year's fair. We do not want to use these funds to take care of our day to day operation, basically we need to set fair monies aside to be used in September. We have a couple sources of income to keep us moving forward. Stall and Camper rental will be used for ongoing operations. PPP funds would be used for ongoing operations when they arrive. We do have a line of credit should we need it as well.
- Our invoiced stall rent for the month pretty much takes care of our payroll for the month but it doesn't cover the utilities or other expenses that come up.
- We are moving forward with hiring the intern for the summer. Obviously the intern would have a lot to do with social media which should really help us.
- There are no updates on the Disaster Loan Assistance application.
- There was some discussion around having Directors and others volunteer as needed. i.e. mowing. More to come on this as needed.
- Talked about a drop dead date for having a fair. OFMA is recommending each fair wait until 60 days out to make a decision.

SECRETARY'S REPORT

General Manager, Sandy Kuhn reported that her full report was emailed to the board earlier today (full report in board folder). She has been working on the following items; processing ticket

payments, answering phones, processing stall rent payments, customer service, working on loan applications for PPP loan and SBA disaster loan, IAFE Webex, a couple of Webinars on Covid – Taft Law and Delaware County Foundation, rescheduling, cancelling, scheduling or postponing events, completing surveys for multiple entities regarding financial loss information due to Covid, forwarding pertinent information to the board, and responding to correspondence regarding the RFQ for Business Representative, site work and new building.

Quita has been coming in two days a week to process bills. Jennifer is back three days a week this week and returning to 40 hours a week next week. The office remains closed to the general public. Dave, and his four employees have been working on maintenance work. Steve and Wayne are keeping the track in good shape for the horses to train. Carley Coppler, our summer intern, will start May 11. Discussion was held on the protocol for employees in the workplace. Joe McLead did not think three people should be in the office at the same time. Tom Wright asked Sandy Kuhn to put a plan together for office employees and get it to him.

TREASURER'S REPORT

Dan Huffman went over the financials that were emailed out and reiterated the fact that we do not have enough funds currently to cover payroll and expenses for the month. The Paycheck Protection Loan should get us through the next three months with the hope that we can begin renting the grounds soon. There are still some unpaid sponsorships from the 2019 Fair that T. Thomson is trying to collect. Dan asked if there were any questions on the financials.

Colleen Smith reported that Together & Company is willing to defer their initial payment for catering at Pavilion Hill until June or July if needed.

Mike Harter moved to accept the financial report. Chip Thomson second the motion and motion carried.

Colleen Smith moved to allow Dan Huffman, as treasurer, to sign the loan papers for the PPP loan. Mark Fisher second and motion carried.

EXECUTIVE COMMITTEE

No report. Given as part of president's report above.

PERSONNEL & ADMINISTRATION COMMITTEE

No report.

FINANCE COMMITTEE

Tiffany Rankin thanked Dan Huffman and Sandy Kuhn for their work on the PPP loan. She also recommended that board members thank both Frank Reinhard and Adam Hansberry, with First Commonwealth, for their help with the PPP loan. She said that there were additional loan options we could explore if needed. She will continue to pass along information on the loan options to Sandy Kuhn and Dan Huffman as the accounting firm gets information on them. Workers Compensation will be issuing a rebate and that should be coming soon.

FAIR ADVISORY COMMITTEE

Aaron Roll reported that Sandy has been working with committee members to collect their departmental updates for the Exhibitor's Book. She still has a few to get and we will move forward with getting it ready for print and distribution. In looking at the Junior Fair barns, there are a couple of barns he has concerns over people being too close together and they'll work on some options for those situations.

Benjamin Wenner reported that he has been involved with a lot of calls on the 4-H and Junior Fair side. With the current state of the economy, he is worried about the local support when it comes to the Junior Fair sales. He is trying to make sure the participants understand that this will probably be a tough year when it comes to livestock sales. He has secured a market for the market animals from United Producers even if there is no Junior Fair Sale.

ADVERTISING COMMITTEE

Chip Thomson reported that advertising is pretty much on hold until we know more from the Governor. A partial payment on one of the electronic billboards has been made, a banner for the front has been purchased, a couple ads in horse magazines, bumper stickers and magnets have been purchased but very little money has been spent thus far.

Tom Wright mentioned that Roger Huston has been very active on Social Media, in particular on Facebook, promoting the Little Brown Jug. We will also want the intern to get with Roger when she starts, so they can collaborate.

SAFETY COMMITTEE

Mike Harter reported that he saw a couple of teens in a vehicle back in the pit area and when he headed back there they then went to the paddock area. He stopped and asked them what they were doing. They left shortly after Mike talked to them. It was reiterated that all of the gates need to be locked back to the pit area and anywhere else on the grounds to make sure we do not have security problems. Sandy Kuhn said she would address this with staff. Tom Wright asked Jackie Colflesh and Mike Harter to develop a list of ideas on enforcing security and safety on the grounds.

MOTOR SPORTS COMMITTEE

No report.

FACILITIES/MAINTENANCE COMMITTEE

Pat Paykoff reported that he had a serviceman from Underhill Well Service come out and look at the well pump. The well pump was pulled and a loose wire was found. There was no charge for him looking at the well pump and he said the pump was fine at this point in time.

Pat said that the maintenance crew is working to get things cleaned up as they get ready to start moving dirt to the back area when site work begins.

Mike Conklin asked when the Sheriff's Building was going to be moved to the pad. Larry Moreland said they either needed frozen or dry ground to move it so they were waiting for that to happen.

RACING

Tom Wright reported that as President of the Race Secretary's Association, he and other race secretaries are having conference calls every two weeks to keep up to date on what is going on throughout the industry. Some stake races are being cancelled. This is effecting everyone in the Standardbred industry. There is talk that they may start racing May 15 but nothing is confirmed.

Joe McLead said that the casinos/racinos will need to open for overnights to happen. He said that purses will be down and the lack of casinos being opened will have a long term effect on the industry and on purses for racing. Discussion was held on this. Joe brought up that Lebanon was discounting stall rent. Sandy Kuhn reported that 80% of stall rent came in before the due date in April and 90% was collected as of today. She said that she is sure to thank the renters for paying their stall rent as right now it is the only income the fairgrounds has. She also mentioned that she had heard that many tracks are not working their tracks very much, therefore cutting employee costs.

HOSPITALITY

Colleen Smith reported that the majority of the entertainment schedule has been confirmed. She said that the new agreements with performers will have the new wording regarding the pandemic and cancellation in them. She said that depending upon what the Governor says about large events and social distancing, it will determine what the seating and planning for the tent layouts will be for the 2020 fair. She thinks that the tents will look different and the numbers could very well be down. She just wanted to give everyone the heads up to this.

BED TAX COMMITTEE

Pat Paykoff reported that a pre-work meeting was held via conference call on April 14 with the city, fair representatives and Mark's Construction. In addition, an on-site meeting was held April 20. Both went well and site work should begin before the end of the month with an anticipated June completion date.

Currently the bids for the Ag Center are due May 6. There is a need for an extension so the builders can get their numbers back and submitted. Larry Moreland moved and Jackie Colflesh second a motion to extend the bid deadline to May 20 for bid opening. Motion carried. The good news is, per Pat Paykoff, that there are an anticipated 2-3 times more bidders than last time and that despite some supply chain issues, there should be some very good bids submitted.

The Owners Representative bids are due May 7.

COMMITTEE 51

Mike Harter reported that he will start working with his committee on the camping and horse stall rental agreements. If you have changes that you would like to see in those contracts, please submit those to Mike Harter by mid-June. The intent is to have an updated agreement ready by October.

OLD BUSINESS

Sandy Kuhn reported on the following four items of old business.

- District Meeting – at this time allowing two people per fair to meet to pick up Director Fair passes and get updates – set for May 12 at the Log Cabin
- Rugged Maniac new date is June 27 with a backup date of August 8
- ODA grant – the Governor has eliminated the matching funds so we will apply for the grant to get a new tractor for the track
- County Lease Agreement – on hold until post Covid 19 when D.J. Young can meet in person with the Executive Committee

NEW BUSINESS

Scholarship Committee – Tom Wright reported that we have 12 scholarship applications. He asked for volunteers to review and score the scholarships. The following people will review the applications and come back to the board with their recommendations on recipients and scholarship numbers and amounts – Aaron Roll, Tom Roll, Bryan Mellen, Mark Fisher and Diane Winters. Sandy Kuhn will mail packets to each of the board members for review and scoring.

ANNOUNCEMENTS

Diane Winters wanted to have in the minutes that the All Horse Parade will be held September 13, 2020 at 3 p.m. through downtown Delaware, Ohio. She said they are hopeful to have a parade if they can get sponsors.

Larry Moreland moved to adjourn. Mick Fisher second the motion. Motion carried.

Tom Wright, President

Sandy Kuhn, Secretary/General Manager