

DELAWARE COUNTY AGRICULTURAL SOCIETY
BOARD MEETING

June 16, 2020 – Zoom Conference Call & Cabin

ATTENDANCE

Present – Pat Allen, 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, Diane Winters, Tom Wright, Laryssa Hook (Ex-Officio) and Sandy Kuhn (General Manager/Secretary).

Absent – Benjamin Wenner

GUESTS – T. Thomson, Jacci Smith and Deb Jackson

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 Zoom conference call and some members at the cabin.

PUBLIC COMMENT

T. Thomson said that he has been brainstorming with others on how to sell packages around the track with a maximum of 10 people for possibly \$300. The track would need to be marked off and social distancing guidelines followed.

MINUTES

Tom Roll moved and Jon Melvin second the motion to approve the May 19, 2020 board minutes. Motion carried.

PRESIDENT'S REPORT

Tom Wright reported that he has had a lot of good conversations with a lot of groups and organizations to get input on what the fair can look like. Groups included are the Ohio Harness Horsemen's Association, Ohio Racing Commission, Delaware General Health District and the Executive Committee. He wants all committees to meet in the next couple of weeks and bring their reports to a special board meeting on July 2 at 6 p.m. Location to be determined based on the Governor's orders.

SECRETARY'S REPORT

General Manager, Sandy Kuhn reported that her full report was emailed to the board (full report in board folder). She also added that they have a volunteer through Goodwill who is doing some back landscape maintenance, trash duty and cleaning horse stalls from the horse show. Things are moving forward on social media with the intern, Carley Coppler.

TREASURER'S REPORT

Dan Huffman went over the financials that were emailed out and reiterated the fact that funds are getting low in our general funds as the Paycheck Protection Plan money is almost gone. He feels good about the PPP loan being totally forgiven and we will fill out the necessary paperwork once it is finalized and the bank gets it to us. He reported that he has applied for an SBA loan which he'll cover in the finance committee report.

Tom Roll moved to accept the financial report. Bryan Mellen second the motion and motion carried.

EXECUTIVE COMMITTEE

Tom Wright reported that the committee continues to meet via conference call to look at finances and discuss overall activities.

PERSONNEL & ADMINISTRATION COMMITTEE

No report at this time. Don Howard will schedule a meeting before the July 2 special board meeting.

FINANCE COMMITTEE

Dan Huffman reported that we applied for an SBA loan for \$150,000 at a 2.75% interest rate for 30 years to cover payroll. We have one year before we have to start paying it back and we can use it as a safe guard if needed and there is no penalty for paying it back early. The interest rate is lower than our current line of credit. Discussion was held. Chip Thomson moved and Diane Winters second a motion to have Dan Huffman sign the documents for the SBA loan. Motion carried.

Dan Huffman also let the board know that there was an attempt made to hack our sweep account tied to the purse account. The bank identified the attempt and notified Dan about it. The bank has fixed the issue and is working with Dan to ensure that the issue is resolved.

Dan Huffman asked that all committees develop and get to him a list of expenses they will have related to their part of the fair. Discussion was held on how to control expenses and control costs for the fair.

Dan Huffman let board members know that utilities alone are \$11,000/month.

FAIR ADVISORY COMMITTEE (Full report in board folder)

Aaron Roll reported on the meeting held June 6 via Zoom. He reported that a modified schedule is being developed. It was asked that all departments try to get their costs covered through sponsorships or in kind donations. The goal is for Junior Fair to be at a 0 cost balance. Discussion was held on premiums and how they would be handled. A few shows have been cancelled. He said that all department heads are being diligent with their area. Social distancing will be a challenge. The sale will be virtual. He said that they appreciate the hard work the department heads are doing on this.

ADVERTISING COMMITTEE (Full report in board folder)

Chip Thomson reported on the meeting held June 2. He reported that the meeting held June 2 was good. He introduced Carley Coppler as the new intern who will be working on the social media component of the fair and Jug. Discussion was held on what items need worked on. He reported that so far the only thing we have committed to expense wise is one billboard with a 50% deposit.

SAFETY COMMITTEE

No report. Mike Harter reported that he had talked with Captain Vance and something to think about is the need to figure out the number of security people needed, especially if we need higher numbers – both private and sheriff's department – so they can start to find people.

MOTOR SPORTS COMMITTEE

No report. The committee will meet soon.

FACILITIES/MAINTENANCE COMMITTEE

Larry Moreland reported that the maintenance crew is a little bit behind on work but doing okay. There will be a committee meeting soon.

RACING

Tom Wright reported Ohio Harness Horsemen's Association (OHHA) has agreed to the same sponsorship as in 2019, which is close to \$700,000. He is working on getting a higher percentage from ADW to increase the money we receive from off track betting. Tom Wright proposed a combined meeting with Racing and Hospitality Committees on June 23 at 6 p.m. in the cabin.

HOSPITALITY

Colleen Smith reported that she is doing research on tents at 50% capacity. Further discussion will need to be held before making decisions on tents. Next meeting will be combined with Racing on June 23 at 6 p.m. in the cabin.

Colleen Smith also said that decision would need to be made on roaming acts, concerts and general fair entertainment, looking at capacity for concerts and social distancing guidelines.

BED TAX COMMITTEE

Tom Wright reported that the subcommittee met with the four owner's representative companies and will follow up to make a recommendation to the board.

Pat Paykoff reported that a meeting was held between himself, Jon Melvin and Scott Harper to review the bids on the Agricultural Center/Junior Fair Building. The low bid was Marker at \$4,922,000. Alternate 1 was for the second floor finishes and was \$165,500. Alternate 2 was the elevator shaft for \$81,600. Pat Paykoff moved to accept the three bids from Marker for the building, Alternate 1 and Alternate 2 for a total of \$5,169,000. Pat Allen second and motion carried. It was said that this is a \$800,000 saving over the previous bids. There has been a lot of savings in both the revisions within the building and with the site work. The range in bids was \$4,922,000 to just over \$6 million. The construction schedule should allow for building occupancy by May 1, 2021. Marker will take over the building pad shortly after July 1, when Mark's Construction completes the site work.

Tom Wright reported that there were seven proposals for the Owner's Representative. The committee chose to interview four of the companies to come to the cabin and do a presentation to address questions the subcommittee developed. There is still some discussion that needs to be made as well as some references to be checked before a decision is made. A recommendation should be forthcoming at the July board meeting.

COMMITTEE 51

Mike Harter reported that there was no meeting and he will have a meeting before the July 2 meeting.

Prior to Old Business, a discussion was had on the fair.

Tom Wright started by letting the board know that DGHD said that we could have a fair per the governor's Responsible Restart Ohio County Fair guidelines. He asked if there was anyone who did not want to have a fair. No one replied.

Tom Wright had sent a list of items to begin thinking about prior to the meeting. He asked that all committees meet in the next two weeks and to come back with a report at a special meeting to be held July 2 at 6 p.m. They are to work on the general guidelines from the document mentioned above with the thought that a lot could change July 1 with the old orders expiring. Explore ways to cut costs. Tom mentioned the fact that because DCAS sells alcohol at the fair, the county commissioners have us pay the insurance on the buildings. He said he believes this is an item that needs discussed with the commissioners.

A lot of discussion was held regarding Covid 19 and the demands, needs and costs associated with adhering to the County Fair guidelines.

Tom Wright asked that Committee 51 take on the camping requirements that will need to be in place for the fair. Camping was discussed.

Each committee needs to look hard at every event/activity they are responsible for and figure out the expenses associated with that event and bring that information back to Dan, Tiffany and the Finance Committee for further analysis and discussion. Look at multiple scenarios – 25%, 50%, 75% capacity. Take into consideration both the financial and safety aspects.

It was mentioned to get the protocol for the Muirfield Tournament.

Some of the new orders that came out from the governor today expire October 1, 2020.

How do we decide who can come and who can't come? Is it who purchased tickets first? Lotter?

OLD BUSINESS

Sandy Kuhn reported on the following items of old business.

- Flea Market started May 24 – plenty of buyers but not enough vendors
- Farmers Market started May 30 – very good attendance

- Fair Director passes were mailed out to board members June 9 – let Sandy know if you did not receive yours
- The grant for the tractor was turned in to ODA. The grant was for \$50,000 and the total cost of the tractor will be \$54,675.

NEW BUSINESS

Sandy Kuhn reported on the following items of new business.

- Triple Treat update – they are not coming out to do fairs as of right now. They will keep me posted as they move forward. Sandy Kuhn will work with the personnel committee on exploring options. She will first work with Triple Treat to ask them for guidance.
- Fair Food Frenzy – June 27-28 – six vendors have been invited to participate. Please come out and support them and be sure to share our posts about it on Facebook.
- Call with the health district – Tom Wright, Sandy Kuhn and Dan Huffman participated in a phone call with two employees of the Delaware General Health District to get a lot of questions answers and start to work towards having the fair in September. Notes on the call were sent out to the board members prior to the meeting.
- YMCA is exploring having summer camps here at the fairgrounds. Sandy has met with them and sent them a contract to use the Merchant’s Building or the Arts and Crafts Building and surrounding area for their camps.
- Tiffany Rankin reported that her and Jay Wolf are going down to Scioto Downs for their opening night to see how they are running racing. She’ll provide an update next week.
- Colleen Smith reported that Together & Company said not to worry about the down payment for food for Pavilion Hill and that they will work with us for 2020.
- We are exploring possibly sharing some of the PPE signage between District 6 members. Sandy is working on this.

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.

Tom Roll moved to adjourn. Joe McLead second the motion. Motion carried.

Tom Wright, President

Sandy Kuhn, Secretary/General Manager