



Pickaway County Agricultural Society
Monthly Meeting Agenda
January 13, 2020
159 DAYS UNTIL FAIR!

*FFA/Future Farmers of America...GAP/Gun-A-Palooza...HH/Heritage Hall...HHB/Heritage Hall Ball...JFB/Junior Fair Board...
L&S Committee/Livestock & Sale Committee...ODA/Ohio Department of Agriculture...PAEC/Pickaway Agriculture & Event Center...
PCAS/Pickaway County Agricultural Society...PCVB/Pickaway County Visitors Bureau...SFB/Senior Fair Board...RFP/request for
proposal*

- I. Call to order @ 7pm by President Von Cremeans
- II. Pledge of Allegiance – led by Tracey Rittinger
- III. Roll Call – Directors not present: Jim Arledge, Jay Jude
- IV. Special Guests
 - a) Nathan Wilson/Pickaway County Visitor’s Bureau
 - Updated contract to make it is more user friendly
 - Made pricing structure easier to understand. Have adjusted based on what has been learned over the last year to make it competitive and attractive, yet affordable.
 - 30+ events are scheduled so far for 2020. Get RFP almost every day.
 - Nathan said it was ok to distribute list of events to board.
 - So far since building rental started \$65,000 of income has been generated to county that goes toward paying off the buildings.
- V. Secretary Report - December 16, 2019 Meeting Minutes – Brad Lutz moved to approve 12/16/19 meeting minutes. Scott Pritchard seconded. Motion carried
- VI. Treasurer Report

PCAS Monthly

 - Checking/Kingston National Bank \$78,667
 - Petty Cash \$100
 - Total funds in bank/Kingston National Bank \$78,767
 - Income \$2,160
 - Expenses \$22,250
 - Capital improvements to Barn 7 \$6,500
 - Brad Lutz moved to approve. Chris Pence seconded. Motion carried.

GAP Monthly

- GAP Checking/The Savings Bank \$6,914
- Money Markey/The Savings Bank \$40,009
- CD/The Savings Bank \$20,028
- Total Funds in bank/The Savings Bank \$66,952
- Income \$0
- Expenses \$540
 - Misc. expenses (reimbursement)
- Brad Lutz moved to approve GAP Treasurer's Report. Chris Pence seconded. Motion carried.

VII. Committee Reports

a) Jr. Fair Board/Joy Sharp

- JFB Members in attendance: Grace Atkins, Gracie Ann Gray, Ambrosia Havan, Alexis Henry, Evie Leighton, Darby Minor, Riley Minor, Logan Pence, Gage Tomlin
- Ambrosia Havan & Gracie Ann Gray reported - Last meeting was Sun, January 12
 - Recapped OFMA JFB Conference. Thanked SFB for providing lunch.
 - Discussed goals for 2020
 - Officer elections: President/Alexis Henry, Vice President/Jacob Hawkes, Secretary/Makayla Robinson, Treasurer/Riley Minor
 - Report on Footloose At The Fairgrounds event. Want to continue as annual tradition. Asked SFB for approval of use of Heritage Hall on April 17, 2020 for event. Need adult volunteers to help plan. JFB has committee of 5 to help plan details of event. Want to add corn hole as an activity. Goal is for 50-75% of profit to be donated to revitalization fund. Wants to partner and collaborate with SFB to help host, plan and support the effort.
- Joy Sharp reported:
 - Kicked off junior advisor roles for JFB at last meeting. Ambrosia Haven and Liz Paul ran the meeting and the officer election. Led review on OFMA conference.
 - If there is youth that want to show steers at Ohio State Fair they had to get electronic tags and fair follicle samples from the state by January 15, 2020 (was announced back in November). Envelopes must be signed by Joy or FFA Advisor before they are submitted.
 - Club banner sizes (to be hung in HH) are 5' wide x 2' long, including pocket for dowel rod.

b) Livestock & Sale Committee/Jeff Wippel

- Last meeting was November 18, 2020. Next meeting Monday, January 20, 2020.
- Next SFB meeting, if not before, issue of Paylean use in swine will need to be discussed and decisions made.

c) Fair Book/Brad Lutz & Christy Pence

- 2020 Fair Book Cover Contest in honor of fair's 75th anniversary. Winner will be on the cover and recognized. Each director in attendance received a hard copy of the details for the contest. Will be distributed on social media, website and extension

office. Theme & text required to be included in design are “75th anniversary” and fair week dates. Must be submitted by junior fair participants by March 6. SFB will vote at March 9 meeting.

- Brad Lutz meeting with Circleville Herald tomorrow morning, Tuesday, January 14 to plan fair book. Made a lot of changes to 2019 fair book. Do not anticipate major changes to 2020 fair book.
 - Brad is committee chair. Committee members are Von Cremeans, Jay Jude, Randy Smith, Joy Sharp, Christy Pence, and Jeff Wippel.
 - Brad needs updated information/changes on open dairy show from Beef Committee (Brad Shannon, Lucas Helser and Steve Barthelmas)
 - Any directors that did not like their photo from 2019 and new 2020 directors wear gray SFB golf shirt to February 10 meeting so that Christy can take your photo. Christy going to next JFB meeting to take JFB group photo for fair book.
 - Some fair board members discussed and suggestion an upgrade to a higher quality, heavier weight, glossy paper for the cover for this year’s fair book because it will be a commemorative item for the 75th anniversary.
 - Brad needs entire events schedule and sponsorships that need to be included no later than March 9 SFB meeting. Let him know as dates/times/details are finalized so that he can update asap. Schedule is most important component of what goes in the fair book. If you receive a copy of the fair book proof and/or schedule in your email review thoroughly and completely, and let Brad know right away if there are any corrections that need to be made.
 - Mid-March final draft will be submitted to Herald for publishing.
 - Von Cremeans reiterated the importance of the Herald giving back a portion of their ad sponsorship profit to SFB as businesses assume their ad in fair book is supporting the fair. The Herald has not donated anything back to the fair the last two years. Brad confirmed that this issue is first on his list to be discussed at his meeting with the Herald. He has a new contact to connect and work with at the Herald.
- d) Sponsorship/Randy Smith & Christy Pence
- Randy and Christy kicked off sponsorship campaign at a meeting earlier today.
 - Committee Chair is Randy. Committee members are Scott Pritchard and Christy Pence.
 - Drafted 2020 sponsorship brochure. 2019 sponsorship brochure and draft of 2020 sponsorship brochure were distributed to directors in attendance for review.
 - Sponsorships start at \$300/Community Support. Other levels are: \$500/Bronze, \$750/Silver, \$1,000/Gold, \$2,500+/Platinum.
 - Layout has changed. Categorized by dollar amount (vs type of sponsorship previously) for easier match up to business budgets. Only 1 banner size (vs 2 previously). Going to be mailed by end of January to previous and potential sponsors/businesses. This is a great way for directors to “follow up”. Ask “did you receive our 2020 sponsor brochure in the mail? We would appreciate your support.

What level of sponsorship can I count on you for?" If they don't commit immediately ask when a good time is to follow up.

- Event committees/chairs must solicit their own sponsorships to cover costs/expenses for their events. Sponsorships can be split/co-sponsored by multiple businesses.
- All directors are expected to get at least one sponsorship valued at \$500 or more. 20 sponsorships x \$500 = \$10,000. This income is important and goes a long way in helping us provide variety of attractions and entertainment for our fair.
- 2019 sponsorships = \$20,000+. Our goal for 2020 is \$30,000+.
- New this year is barricade sleeves.
- Show Pavilion sponsorship went away because it is too challenging to hang. Visibility/exposure better in HH.
- Rodeo permits signage on chutes only. Due to safety banners can't be on barricades that create the arena on track.
- Banners that were used last year are stored for use this year.
- Will finalize day sponsors by mid-February to include in fair book. Any event sponsors that want their name in Fair book must commit and pay by March 31, 2020.
- If there are any questions on sponsorship ask a committee member. Do not assume or promise/commit to anything and give false/misinformation.

VIII. Old Business - none

IX. New business

a) OFMA Convention

- There were some directors and livestock and sale committee members that signed up to go but didn't. They are required to reimburse the board \$50. Sean Mayhugh will invoice.
- If anyone needs reimbursed for expenses (up to \$100) Sean has an expense report that must be filled out and be submitted with receipt(s).

b) Jr. Fair Award Sponsorship/Christy Pence

- Board has done junior fair ribbon/award sponsorship of \$375 (King & Queen contest \$225, various awards \$150). Requested approval if board wants to continue support in 2020.
- Sean Mayhugh moved to sponsor King & Queen for \$225 + various jr. fair awards for \$150, for total of \$375. Randy Smith seconded. Motion carried.

c) Friend of the Fair Award/Von Cremeans

- Each SFB director present received a copy of the Friend of the Fair Award nomination form with rules. Needs to be sincere thought put into nomination of someone who is true, long time fair supporter and volunteer. This is a "Hall of Fame" level award. Nomination needs to be more than one sentence. Should not be a current sitting fair board director.

- Nominations due Sunday, February 9. Scan and email nominations to Christy or put in her fair office mailbox. Will vote on recipient at February 10 meeting.
- d) 2020 PCAS Budget/Von Cremeans
- All directors present received a copy of the 2020 working budget.
 - Negative number at the bottom for 2020 will go away. Electric billing issue has been identified and we anticipate a credit.
 - As long as expenses are included in budget and budget approved by board, every purchase does not need to be individually voted on.
 - Brad Lutz moved to approve the 2020 budget as proposed. Caleb Eversole seconded. Motion carried.
- e) Monthly “To Do” & Deadlines/Christy Pence
- All directors present received a copy of the 2020 Monthly “To Do” list
 - Monthly task list to keep all directors, officers, staff and committees accountable, organized, and on track to complete tasks and projects in a timely manner.
 - Christy requested that all directors review and let her know what need adjusted or added.
 - Each month Christy will print off current month and next month’s tasks and hand out to directors at meeting.
- f) Barn 3 Remodel/Von Cremeans
- At least one horseman has committed to moving 20 horses to our facilities if Barn 3 (Dustin’s barn, next to Jimmy Arledge’s) is remodeled. Currently in very poor condition. Extremely poor lighting.
 - Von proposed that money be spent for repairs and updates contingent on contract signed for 2 year contract @ \$1,900/month for 20 horses. 1 year will pay for renovation.
 - Cost of updates is \$16,000 for stalls
 - February 1 Barn 7 (recently remodeled) will be fully rented. Jim Pollack moved in. Thankful for improved lighting with skylights and better quality light bulbs.
 - Horseman are not liking poor track conditions and paying expensive rent at other places. They’re looking for quality, affordable stall rental.
 - Brad Lutz moved to approve \$16,000 for Barn 3 renovation pending 2 year contract signed for 20 horses. Craig Weiler seconded. Motion carried.
- g) Barn contracts/Sean Mayhugh
- Continuously has to chase stall renters down to get them to pay their rent.
 - Proposing to board to approve that going forward stall renters will be required to leave a credit card on file to make payment automatically on 10th of each month. Will give \$5 discount per stall as an incentive.

- Brad Lutz moved to approve that all renters will be required to have a credit card on file with fair office, and if their rent is not paid by the 10th of the month they will pay their full rent plus a late penalty of 2%. Chris Pence seconded. Motion carried.
- h) Hinkle Report/Sean Mayhugh
- Last month the annual report was approved to be submitted to ODA.
 - Hinkle report has to be submitted to State Auditor. Same numbers as ODA report. Hinkle report was distributed to all board members in attendance for review.
 - Brad Lutz moved to approve Hinkle Report as presented. Mark List seconded. Motion carried.
- i) Director Camping/Von Cremeans
- If board wants \$75 camping pricing it must be voted on.
 - Scott Pritchard moved that directors pay discount rate of \$75 for camping. Randy Smith seconded. Motion carried.
- j) Junior Fairboard Request for HH use for Footloose
- Brad Lutz moved to approved JFB request to use HH for Footloose At the Fairgrounds Friday, April 17. Steve Barthelmas seconded. Motion carried.
 - Christy Pence committed to being SFB represented to chair committee to help JFB plan Footloose At The Fairgrounds. Randy Smith, Caleb Eversole, Chad Black, and Betsy Cremeans will be committee to help with planning.
- k) Wireless Headset Microphone/Caleb Eversole
- If we purchase this one we would be able to have 2 hand held microphones for use by JFB and judge would use headset. Cost of \$750.
 - Brad Shannon moved to approve purchasing wireless headset. Caleb Eversole seconded. Chris Pence and Craig Weiler opposed. Motion carried.
- l) Fair merchandise/Christy Pence
- Online Fan Cloth store extended until Thursday, February 13. Must sell 60 items for SFB to earn a portion of profit from sale. Currently have sold 39. Christy asked all board members to share the social media posts and flyers to promote the sale.
- m) Fans in horse barn for fair/Jennifer Pontious
- Jennifer Pontious moved to approve letting jr. fair horse exhibitors bring box fans for horse stalls. Brad Lutz seconded. Motion carried.

X. Correspondence

- Christy Pence thanked JFB to attending and recognized Ambrosia Havan on behalf of SFB for representing our fair so well at OFMA convention and congratulated her on being 3rd runner up.
- Received a thank you card from the Davis family for sending flowers for Steve's mom's funeral
- Received a letter from PCCF thanking SFB for our donation from chili cookoff.

XI. Adjournment - Chris Pence moved to adjourn. Darin Myers seconded.

Submitted by Christy Pence, Secretary

NEXT MEETING: Monday, February 10 @ 7pm

UPCOMING DATES...

- * *Livestock & Sale Committee Meeting – Mon, January 20*
- * *Pickaway 4-H Week – Sun, Jan 26 to Sat, Feb 1*
- * *Quality Assurance Presenter Training Session – Sat, Feb 1*
- * *FanCloth Online Fair Logo Merch Sale ends – Thursday, Feb 7*
- * *Junior Fairboard Meeting – Sun, February 9*
- * *Quality Assurance Training/Westfall HS – Wed, March 18 @ 7-8:30*
- * *Quality Assurance Training/Teays Valley HS – Tu, March 31 @ 7-8:30*
- * *OFMA Spring Meeting @ Fayette County Fairgrounds – April 5*
- * *Quality Assurance Training/Logan Elm HS – Wed, April 15 @ 7-8:30*
- * *Footloose At The Fairgrounds – Fri, April 17*
- * *Tag in (hogs, goats, sheep) – Sat, April 18*
- * *Quality Assurance Training/Pickaway Ag & Event Center – Sun, April 26 @ 6-7:30*
- * *Skillathon Judging – Th, June 11 & Fri, June 12*
- * *2020 Pickaway County Fair– Sat June 20 through Sat June 27*
- * *Gun-A-Palooza – Sat, August 22*
- * *Pickaway County hosts OFMA District 6 Fall Meeting – Th November 5*