



**Pickaway County Agricultural Society**  
**Monthly Meeting Minutes**

**March 11, 2019**

**7:00pm**

*Abbreviations:*

*FFA/Future Farmers of America...GAP/Gun-A-Palooza...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...SFB/Senior Fair Board*

- I. Call to order at 7pm by President, Von Cremeans
- II. Pledge of Allegiance – led by Frank Reisinger
- III. Roll Call – Directors not present: Tracey Rittinger (courtesy of notice given), Carlee Stewart. Caleb Eversole arrived late, 7:03pm. Sean Mayhugh arrived late, 7:16pm.
- IV. Special Guests
  - a) Karin Hallinin/Fleet Graphic Solutions – new division of Utility Truck Equipment
    - Full service provider for utility truck sales, service, parts and leasing.
    - New division offers quality vinyl graphics, upfitting, auto wrapping, decals, used equipment.
    - Sells used equipment.
    - Rick Stacy, new graphic designer.
    - Would like to partner with fair board for banner needs. Competitive pricing.
    - Digital mock ups for proofing, reflective lettering, decals, wraps, logos, fleets.
    - Presented board with a sample “welcome” banner with PAEC logo.

*7:07 Chris Pence stepped out*
  - b) Heidi White/Kingston National Bank –
    - Each board member received a copy of the bank’s financial statement.
    - Shared proposal for how Kingston can service PCAS’s banking needs. Variety of flexible options.
    - Public Funds account would be good option for PCAS operating account and GAP account. No service charges applied as long as there is a \$5,000 balance maintained. Interest can also be earned on those funds. Above \$10,000 earns .10% interest. Debit cards are free. Online banking with check images available.

*7:10 Chris Pence in.*

- Interest rates are based on markets. Don't change often but do change with the market. Money market account is a premium account that can earn up to 1.6% interest on higher balances (i.e. \$125k+).
  - Offer Merchant Services/FiNet. Fees may be somewhat negotiable for equipment.
  - Free wire transfer every month (\$25 fee waived).
  - Free safe deposit box (fee waived).
  - Cash drop services available during fair week. Has courier. Flexible based on specific needs.
  - Has business credit cards. Each individual can have different limits.
  - Von Cremeans inquired about onsite ATM services. Heidi replied there may be some options they can explore to help with a solution.
  - Mark List thanked Heidi and Kingston National Bank for committing to be a day sponsor for the 2019 fair, for their generous donation to the PAES revitalization, and for all their overall community support.
  - Heidi shared that their bank is very community minded, and love to be supportive and involved.
- c) Gator Johns/Nathan Scott –
- Company been around for 10 years. Nathan is co-owner.
  - Excited about the thought that has gone into the revitalization effort.
  - Will customize and expand services. 16 standard units. Will be on stand-by with additional units. Offer cleaning services for restrooms (2 personnel). Important to them that PCAS is confident in their service.
  - If PCAS is interested in year round toilet and/or shower unit trailers PCAS would get to select brand new units for specifically what is needed.
  - They work with Ross County Fair and 3 other fairs.
  - Will get a price sheet with services and pricing to Randy Smith for board to review. Can use for any events year round.
  - Normal schedule for cleaning may be once a week. Can be more if there are extra events.
- d) Keith Crawford/Track Leveler for sale
- 2 rolls of carbide teeth on an angle. 14 feet long. Better solution for grading horse track.
  - Skims over low spots in track. Makes it more even. Keeps material on track from eroding/washing away.
  - Gently used. Works great. Asking \$3,500. Paid \$5,000. Willing to trade stall rent.
  - Currently county comes in with grader to grade horse track. This would replace that. Doesn't do as good of a job as track leveler would. Lots of erosion and run off into swale that will need replaced quicker without a track level.

- V. Secretary Report – Brad Lutz moved to approve February 11, 2019 meeting minutes as written. Scott Pritchard & Randy Smith seconded. Motion carried.
- VI. Treasurer Report –
- Checking \$19,445
  - Savings \$102, 477
  - Petty Cash \$100
  - Total Funds in Bank \$122,023
  - Total Income \$4,835
    - \$2,745 horse barn rental
  - Total Expenses \$419,746
    - \$400k from grant going to county
    - County service contract \$3,000
    - PCVB/marketing contract \$1,600 – county will reimburse
    - Horse barn/track \$7,831 – repair for stone that had to be bought after construction cut into track. County will reimburse.
  - GAP Account – no transactions - \$28,978
  - Brad Lutz moved to approve the Treasurer’s report as presented. Carl Myers seconded. Motion carried.
- VII. Committee Reports
- a) Jr. Fair Board
- Jr. Fair Board members in attendance: Aubrey Colburn, Nolan Hammond, Alexis Henry, Emma McKibben, Hannah Patterson, Megan Reynolds, Hannah Thomas, Perri White
  - Aubrey Colburn reported:
    - At the last JFB meeting they signed thank you notes, broke into groups and did team building activities, and reviewed junior fair rules (all received booklet).
    - Fun committee requesting Show Pavilion Thursday of fair at 6pm (or immediately following the horse show) for a farm chore themed fun event. 5 activities for kids to play games/activities, egg and spoon race, prizes.
    - Funding needs:
      - Fun Fair Event \$60 budgeted and seeking other donations.
      - T-shirt committee has no budget because they have a generous sponsor that has stepped up, Pickaway County Farm Bureau.
      - Fair Queen/King contest \$495 total needed. \$300 in donations received so far. \$195 still needed.
      - Showman of Showmen committee \$112 budget
      - Fundraising Committee \$375 budget

- Joy Sharp
  - Shared sign-up list for QA training. Has one opening in each of the 1<sup>st</sup> three sessions. The last two q.a. events (Th 4/11 & Tu 4/23) much help/volunteers are still needed to teach sessions.
  - Copies of project enrollment numbers were shared with each SFB member.
    - Club enrollment membership numbers are similar to last year. No comparison of FFA from previous years.
    - Project numbers are up in hogs, market chickens, breeding swine (state fair enrollment), market ducks. Some are down. Evens out/comparable overall in comparison with past years.
  - Requested that awards presentations for non-livestock projects be changed from 5:00pm to 4:00pm (Wed & Th).
  - Harness goats and angora goats haven't been here in several years. Joy proposed that those projects be removed from the fair book.
  - Reminded all SFB members need to review ODA rules, be very familiar with them. They are frequently being updated and we need to make sure they match what is printed in fair book. No longer being printed by ODA. Check online when you need to reference a topic:  
<https://agri.ohio.gov/wps/portal/gov/oda/divisions/animal-health/laws-and-rules/>
- Mark List reminded the group that if any director is asked a question about livestock/livestock rules DO NOT answer the person asking. They should be directed to the superintendent of that species ONLY to assure they get the correct information.

b) Livestock & Sale Committee/Jeff Wippel

- Rice Lakes scale software has been built/is complete/ready for live implementation. Livestock & Sale Committee office staff told the Rice Lakes IT rep what info needs to be put on tickets that will be printed out by the printers on the scales for large animals. After online entries are complete on May 15, the data is exported from Show Works (livestock Jr. fair exhibitor online registration system) and uploaded to the Rice Lakes system software. Data from steer weigh-in in December will be entered. Reader, ear tag, and scale is all electronically scanned and work in coordination with each other. Ticket is printed electronically and paper copy handed to exhibitor. No writing will take place by hand. Everything digitally recorded and printed. Has been tested and ready. This is the final piece of the project. PCF is one of the first fairs to use this system. IT rep will be here June 15 and 16 to set up system and go live. Tagging April 20.

c) Revitalization & Construction Update/Von Cremeans

- Heritage Hall is 95% complete. There was some wind damage on outside from wind/weather last week. Damaged metal will be replaced. Rest of windows will be installed this week. Hoping to have full-time heat and electric within 2 weeks. Everything is getting painted white (beams, steel, etc.) once there is heat.
- Horse Barn is about 75% done. Electric is being worked on now.
- One concrete wall of hog barn will be re-poured. A dump truck from the concrete company got into a soft spot, truck tipped into and damaged it. Walls and wash racks poured. Floor will be poured this week. All parts are onsite and ready to be erected.
- Steer barn has the bigger siding on it. Roof will be started this week.
- Small animal barn almost complete. Roof is on.
- Goat barn is standing, no sides or roof.
- There will be mud at fair. It will be unavoidable. It is inevitable.
- Corna Kokosing has been a great company to work with. Lots of moving parts being well managed. Great safety team.
- All remains of coliseum are officially gone.
- First of April Lancaster Pike entrance will be closed. Will start grinding all concrete and so some excavating. Our April meeting may need to move to another location.
- Amphitheater has been bid on and construction has started. Seating, building and cover will be done in time for fair. Pumpkin Show stage is not available because it is now placed in Pumpkin Show Park as a semi-permanent structure surrounded by landscaping. Confederate Railroad performing July 1 and their rider requires the stage to be covered. Only challenge that could hold it up besides weather is possible delay with a switch gear for electric. But all possible efforts are being made to expedite that delivery.

d) Sponsorship/Mark List

- All directors received copy of sponsor list, proposed 2019 Sponsorship Brochure and 2-sided letter (examples to past sponsors and potential sponsors) for review
- Christy Pence shared that there are 19 sponsors from last year and 125 potential sponsors identified/on compiled list that will all receive a letter and brochure. They will be mailed Wednesday or Friday this week.
- Mark asked that every director choose at least one business to approach for sponsorship, either from the existing list or add to the list. Let Christy know who you plan to approach so that we can delegate accordingly and multiple people aren't approaching the same businesses. Getting a letter and brochure is a great reason to follow-up with them "Hey, did you get that letter and brochure from the fair? Can we count on your support this year with a sponsorship commitment?"
- Kingston National Bank has committed to sponsor Monday, and Pickaway County Farm Bureau has committed to sponsor Wednesday.
- All events are available to be sponsored.

- Banners are very visible, get noticed easily and most businesses are very willing to advertise their business. Already two that have approached PCAS board members wanting to renew.
- Christy Pence emphasized the importance of the back of the brochure with the sponsors information being filled out completely and returned with the payment. Also, sponsorship package needs to be specified. Banners have to be ordered and Sean Mayhugh needs to be able to know how to apply the payments when received, and Christy needs to be able to accurately track and update the sponsorship list.
- Size of banners on golf carts will be adjusted so that drivers can see to back up the cart or they can go on sides of back seat or front of cart (printed on corrugated plastic, approximately 7-9"x18-24").
- Christy pointed out additional perks of Day Sponsorship. The sponsor's table/tent will be located inside gate B. A large 5x7 or 4x6 banner will be posted right at entrance of gate. Daily director t-shirts with sponsor logo. Encourage sponsors to be creative, have fun, make it appealing to visit and check out what they've got to offer – balloons, giveaways, trinkets, money machine, etc. We will be making announcements over PA system throughout the day "Welcome to <insert sponsor name> day!" Re-entry gate stamps will have logo of the sponsor.
- Sponsorships for Lunch Bunch, Veterans Day and Senior Day available "Lunch Bunch sponsored by <insert sponsor name>!" in marketing materials (social media, etc.). Veterans get in free, sponsorship covers the cost of entry.
- Any sponsors who want included in the fair book must commit, complete back of sponsorship form, and pay no later than Friday, March 29. Sean Mayhugh can send an invoice if the company requires it. Just have back of sponsorship form complete and write INVOICE boldly at top. Get all sponsorships to Christy, Christy will get to Sean. Important to follow a process so that we know what account/category every check is to be applied towards, and we can track supply/material/printing needs and details.
- Copies of sponsorship brochure will be available in fair office end of this week.
- Christy will add any businesses to our database that do not appear on the list to include them in the mailing each year going forward.
- \$500 for a banner is very reasonable and most businesses understand the value of advertising at the fair and publicly, visibly showing their support to the community. This is a great deal with all the traffic that will be coming through the new buildings this year. Most businesses pay \$1,500-\$2,000 for sponsorship at state fair. If each director secures one \$500 banner sponsorship that will generate an income of \$10,000.
- Sponsorships are important so that we can offer quality and variety of attractions and entertainment so that there is something for everyone and all feel welcomed and want to come be a part of the action and community at the fair.
- There is a tab on our website dedicated to recognizing our sponsors, complete with links to their websites.
- There are advertisements available in the fair book. Anyone interested in those need to contact the Circleville Herald. PCAS only lists sponsors for events and gates/day in fair book with coordinating pages/listings.

- e) Grandstands Committee/Randy Smith – grandstand event chairs needs to have logos, photos, info, etc. that need inserted in fair book to Randy by end of this week (Fri 3/15). Also need to coordinate schedule for turning over/set-up of pit and track for events.
- f) Gates/Chris Pence
- If anyone has volunteer groups (civic organizations, churches, boosters, etc.) that want to work gates get them in contact with Chris asap. Many groups that were showing interest are showing less interest, not as motivated, or can't get enough help to cover needs.
  - Needs: 4 sets of people (length of shifts for individuals up to the group coordinator)
    - Group 1: 1<sup>st</sup> 3 days, 1 gate, 3 to 4 people all day from 8am-10pm (at least 3 days).
    - Group 2: 1<sup>st</sup> 3 days, 2 gates, 3 to 4 people all day from 8am-10pm (at least 3 days).
    - Group 3: 2<sup>nd</sup> 3 days, 1 gate, 3 to 4 people all day from 8am-10pm (at least 3 days).
    - Group 4: 2<sup>nd</sup> 3 days, 1 gate, 3 to 4 people all day from 8am-10pm (at least 3 days).
  - Trying to break it up more evenly so that it is not so much for one group
  - Lighthouse Ministries (group that has done in previous years is committed again)
  - Volunteers need to be adults 18 and over.
- Chris out at 8pm*
- g) Fair Book/Brad – printing takes 2 weeks. Have by mid-April. All rules will be online. Friend of The Fair Award needs discussed/nominations/voted on. Going to decrease number of fair books printed by 2 boxes since its available on our website and less people use/request hard copy.
- h) Safety & Security meeting with sheriff's office Thursday 3/14 at 2:00 (taking tour). Committee members Randy Smith, Carl Myers, Chad Black, and Frank Reisinger.

VIII. Old Business - none

IX. New business

- a) OFMA District 6 Spring Meeting/Von Cremeans – Sun, April 7 @ 11am-1pm at Fayette County Fairgrounds. Von Cremeans proposed that PCAS cover cost of \$20/ea for attendees and spouses. Very informative. Officers required to attend. Includes a meal. Spouses are welcome. Email Christy with RSVP. Brad Lutz moved to have PCAS cover \$20/each cost of PCAS members and spouses to attend District 6 Spring Meeting. Steve Barthelmas seconded. Motion carried.
- b) \$500 to JFB from last year's gun raffle money/Von Cremeans – last year PCAS voted that Jr. Fair Board get \$500 of gun raffle money proceeds as needed but check had not yet been written. Craig Weiler moved to write check for \$500 to JFB. Chris Pence seconded. Motion carried.

- c) Purchase roto-harrow/Von Cremeans
- Von has thoroughly researched care/maintenance for Show Pavilion for horse shows. It is necessary to own an arena conditioner with 3-point mount.
  - Von found one for sale that is 8ft, hooks to a 3-point and doesn't run pto. Will go around curves, corners easily. Could possibly be used on race track too.
  - Craig Weiler asked if Corna Kokosing would consider sponsoring. Von said he would ask.
  - It's \$2,900 shipped in to us.
  - Jennifer Pontious is going to get reviews from other horse show hosts on this tool and other possibilities.
  - We can vote/decide on purchase next month based on what Jennifer reports back.
- d) Ticket prices/Chris Pence
- Last year gate admission was \$6.
  - New place this year, a lot of people coming. We're providing more entertainment during day. Going to cost significantly more. No separate admission/ticketing for grandstand and amphitheater events this year.
  - Chris Pence proposed increasing daily admission rate to \$7 up to 4:00pm on Th, Fr Sa. After 4:00pm goes up to \$10 when we have big/special events on Th, Fr, Sa. 5:00pm is when gates are busiest. 4:00pm is easy transition time, not as busy.
  - Chris Pence moved to increase daily admission price to \$7 up to 4:00pm Th, Fr, Sa, and increase to \$10 after 4pm Th, Fr, Sa. Brad Lutz seconded.
  - Jim Arledge amended Chris's proposal/motion to add Tu & Wed (in addition to Th, Fr, Sa). Carl Myers seconded. Scott Pritchard opposed. Motion carried.
- e) Sponsorship Brochure & Letter. Brad Lutz moved to approve and send as presented. Sean Mayhugh seconded. Motion carried.
- f) GAP Budget
- Sean Mayhugh, Chris Pence, Von Cremeans and other GAP committee members worked on the budget.
  - Going to have to rent a tent for GAP.
  - Some expenses shifted.
  - Brad Lutz moved to accept the GAP budget as proposed. Frank Reisinger seconded. Motion carried.
  - Tickets will go on sale in May. Ticket sales have to be suspended week before and during fair per ODA law.
  - Food process is changing. Will still use Westfall and adjust. Possibly planning on a French fry truck too.
  - Chris Pence urged all board members to plan now to be present at the event on Saturday, August 24. All hands on deck! Everyone expected to attend and help.



- g) Angora Goats and Harness Goats – Mark List moved to remove the angora and harness goat projects from the fair book as proposed by Joy Sharp. Randy Smith seconded. Chris Pence opposed. Motion carried
- h) Friend of the Fair Nomination – After thorough and thoughtful discussion by the board it was decided that Christy Pence will create an official nomination form and voting process, and send out via email to SFB within the week for voting.
- i) Show Pavilion for JFB Fun Event on Thursday 6/20 @ 6pm fun event. Steve Barthelmas moved to approve the request. Scott Pritchard seconded. Motion Carried.
- j) Change 4-H awards Wed & Th of fair from 5:00pm to 4:00pm on. Brad Lutz moved to approve the request. Mark List seconded. Motion carried.
- k) Senior Day is Tuesday. Providing bag lunch instead of hot meal for senior day because it will take place near the amphitheater area, picnic tables. There will be live entertainment. No indoor space to accommodate this year.
- l) Celebrity harness race/Sean Mayhugh – High School football coaches from all county schools participate in a race on Monday evening. Last year PCAS donated \$1k (split 4 ways) back to teams. Sean requested \$1k for this year's race Monday night. Scott Pritchard moved to approve request for \$1k for hs team race. Darin Myers seconded. Motion carried.
- m) 990 approval/taxes/Sean Mayhugh – All board members present received a copy of completed 2018 990 form. Same numbers previously approved by board for annual report, just different layout/format for different platform/requirement. Brad Lutz moved to approve 990 as presented. Carl Myers seconded. Motion carried.
- n) Track leveler – raises up and down with hydraulics. Has a blade on the back. Can also do snow with it. Keith Crawford's asking price is \$3,500 total (\$2,000 cash + \$1,500 stall rental). Our current piece of equipment cannot be modified. The track materials are currently washing out in swale and we need a solution soon to prevent further erosion. Darin Myer's stated that it must be in good working condition and pass inspection by PCAS board members. Randy Smith moved for PCAS to purchase Keith Crawford's track leveler for \$2,000 cash + \$1,500 stall rental contingent upon inspection of working condition by PCAS board members. Darin Myers seconded. Motion carried.
- o) Outhouse Race – paid \$100 to each participating club last year (total of 6 teams/\$600). Anticipate more clubs participating this year. Randy Smith requested \$600 to be split between 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place (\$200 each). Brad Lutz moved to approve request of \$600 for outhouse race 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winners. Darin Myers seconded. Motion carried.

X. Correspondence

- Roundtown Roller Derby sent a thank you note for use of coliseum for their December event
- Jr. Fair Board sent a thank you note for monetary donation from pie auction, sponsoring convention lunch, and all support from SFB

XI. Adjournment – Mark List moved to adjourn. Darin Myers seconded. Motion carried

NEXT MEETING: Monday, April 8, 2019 @ 7:00pm

*\*Livestock & Sale Committee Meetings:*

*Mon, March 18, 2019 @ 7:00pm*

*Mon, May 20, 2019 @ 7:00pm*

*\*Footloose For The Fairgrounds – Friday, March 29 @ 6:00pm, AmVets Tarlton Rd*

*\*Fair Day and Event Sponsors – payment deadline for inclusion in fair book Friday, March 29*

*\*Fair camping payments due – Friday, March 29*

*\*Quality Assurance Training Sessions for Junior Fair Exhibitors:*

*Tu Mar 26 @ 7:00 TVHS*

*Sun 3/31 @ 6:00 WHS*

*Fri 4/5 @ 7:00 TVEMS*

*Th 4/11 @ 7:00 LEHS*

*Tu 4/23 7:00 WHS*

*\*OFMA District 6 Spring Meeting – Sunday, April 7 @ 11am – Fayette County Fairgrounds*

*\*Livestock Tagging (hogs, lambs, goats, dairy beef feeders) – Saturday, April 20 @ 9am-noon*

Submitted by Secretary, Christy Pence