



Pickaway County Agricultural Society

Monthly Meeting Minutes

April 8, 2019

7:00pm

67 DAYS UNTIL FAIR!!!

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 7:00pm by President, Von Cremeans
- II. Pledge of Allegiance – led by Craig Weiler
- III. Roll Call - Directors not present – Jim Arledge (courtesy of notice given). Brad Lutz arrived at 7:11pm.
- IV. Special Guests
 - a) Veterans Affairs/Todd Huffman – Assistant Director.
 - Passionate about making sure all veterans know VA is there to help, outreach important, located by BMV in Circleville.
 - Veterans Day, requesting free admission for Veterans on Tuesday of fair, coordinate special ceremony with honor guard.
 - VA has mobile clinic (14' trailer with 7' fold down ramps) to bring recruiters whole week. Sometimes they bring display (Humvees, bounce house, etc.).
 - Would like to do a small gathering place for veterans to sit and visit/fellowship.
 - He got an estimate to donate a flag pole (approximately \$1,600-1,700). Grant Clifton & Sid Liming are proposing to their groups tonight as well to get cost covered.
 - Lunch in a small area with place to cook hot dogs/burgers. Steve Davis provided vouchers last year. Will ask if he's willing to do that again.
 - Invite a guest speaker.
 - Propose 10:00am for ceremony.
 - Would like to be highly visible, near admission area.
 - They have an advertising budget.

- b) Savings Bank/Jessica Mullins, COO & Kelsea Hube, Business Relationship Banker
 - Informational packets were distributed to all board members in attendance.
 - Money market accounts earn higher interest.
 - Smart Business Suite - Business Online can give “view only” access for checks and balances. Payment processing options.
 - Works with Fi Net (for credit card payment processing). Can get a quote to provide the service.
 - Night deposit availability (w/ drive up access).
 - Can look into ATM services.
 - Cash delivery/courier service (outsourced).
 - Has remote check deposit from our place of business (fees associated).
 - Has credit card (TCM Bank) option.

- V. Secretary Report – Brad Lutz moved to approve the meeting minutes from 3/11/19. Chris Pence seconded. Motion carried.

- VI. Treasurer Report –
 - Checking \$83,929
 - Savings \$102,556
 - Petty Cash \$100
 - Total funds in bank \$186,586
 - Income \$86,304
 - Camping Rental \$33,140
 - Golf Cart Permits (\$50/ea.) \$3,500
 - 2nd Vehicle Camping Parking Passes (\$25/ea.) \$1,450
 - Exhibitor Tix \$3,060
 - Memberships \$5,010
 - State money for harness racing \$4,199
 - Sponsorships \$7,900
 - Reimbursement for promotional/event contract, and stone for track \$16,049
 - Expenses \$22,556
 - Electrical supplies and improvements for grandstands and camping \$11,861
 - No withdrawals or deposits in GAP account – balance = \$28,978
 - Brad Lutz moved to approve Treasurer’s Report. Chris Pence seconded. Motion carried.

- VII. Committee Reports
 - a) Jr. Fair Board
 - JFB members Grace Wolfe & Maylon Conrad reported
 - Broke out into committees at JFB Meeting yesterday (4/7/19)
 - Updates on budget were shared

 - Fundraising Committee reported to JFB on Footloose For the Fairgrounds:

- Concessions & admissions (after payment for DJ) = \$823.75 (donated back to JFB)
 - Kiss The Cow = \$1,645.33
 - 50/50 = \$960.
 - Total donated to revitalization = \$2,605.33.
 - Approximately 125+ more people in attendance than year before. Lots of fun and dancing.
 - JFB going to buy new planters/pots and flowers with money raised from Kiss The Cow event. Currently have 6 or 7 planters/pots. Will plant/pot and set during next JFB meeting in May.
 - Team activity, jr. fair rules like a quiz bowl.
 - Joy Sharp reported
 - Logistics for Sunday night King & Queen + Opening Ceremony + Jr. Fair Night (outhouse race) needs to be confirmed/finalized.
 - 140 kids left to do county Quality Assurance Training. So far been to 3 schools. 2 left. Logan Elm HS, Th 4/11 @ 7:00 and Westfall HS, Tu 4/23 @ 7:00. Needs 2 additional teachers for this Th 4/11 session. Going to be a larger group this Th.
 - Livestock & Sale Committee letters need to go out for weigh-ins, tag-ins, etc.
 - Dairy Beef Feeder letter needs to go out.
- b) Livestock & Sale Committee/Jeff Wippel
- Last meeting was 3/18/19
 - Tag-in/weigh-in next Sat. 4/20 9am-noon. 50% chance of rain. Will be here on site. Decision on specific location will be shared when decided.
 - L&S Committee has pledged \$35,000 for revitalization. Commemoratives include: auction block, large donor wall, hog, sheep & goat pen and 13 small animal pens. Sponsored by “Pickaway County Livestock & Sales Committee”.
 - Species meeting will be June 3 for both SFB & L&SC. Will review paperwork requirements for check-in, weigh-in processes, etc.
 - Recommendation by L&S Committee is for each SFB species committee chair/superintendent to assign pens individually to exhibitors for all species. Propose to implement fee if pens are not cleaned. Assignments need to be done BEFORE move-in, and superintendents should be present in their species barn for move-in to assist exhibitors and their families. A lot of discussion was had by SFB members present. Regardless of how SFB decides to proceed with pen assignments L&S Committee strongly recommend a list hanging in barns for easy reference at the very least ahead of unloading time. Need unloading to be quick and efficient.
 - Von Cremeans emphasized how important it is for as many SFB members to show up for work days as possible. There is ALWAYS something to be done.

c) Revitalization & Construction Update/Von Cremeans

- A lot of dirt will be moved this week. Paving starts on 4/15. Will start at Lancaster Pike entrance and move down to grandstand first. All roads have slot drains.
- Finals inspection on PCAS Heritage Hall (and hopefully horse barn) will be done Fri 4/12
- End of week pavilion will have 1,000 tons of stone delivered and laid. Final inspection will take place week of 4/15
- Dirt still needs hauled in for cattle barn. Electric roughed in. Tie rails for inside barn will need to be coordinated, ordered and installed by SFB.
- Horse stalls were just shipped.
- More hog, and goat & sheep pens were ordered based on preliminary exhibitor numbers. Not sure if show will take place in barn or PCAS Heritage Hall yet.
- Every corner of small animal barn has a hydrant.
- New campground inside of fence will be paved.
- Von Cremeans emphasized how imperative it is for all SFB Directors to show up for work days. Currently only 3 same people showing up regularly. Even minimal/short blocks of time, even if can't stay long, appreciated. So many little details and small projects that require minimal physical effort. We have new facilities and should be taking pride into contributing to the beautification of the property. Special thanks to Scott Pritchard, Darin Myers and Brad Shannon who are on-site working multiple days a week, volunteering dozens (hundreds?) of hours to assure everything will be functional and ready for fair! It takes an army of helpers and is an expectation of all directors to contribute. There is always something to be done.

d) Sponsorship/Mark List – every director needs to step up and get a \$500 sponsorship from at least one local business. Great opportunity for businesses. Last year a livestock breeder paid \$500 for a banner and multiplied his return on investment greatly. Day Sponsorships, Thursday is available. Pickaway County Banking Center declined a Day Sponsorship, committed to a site sponsorship instead.

e) Gates/Chris Pence –

- Volunteer groups for gates are set-up.
- Wrights Ticketing is Chris's committee's preference to provide all admissions services during fair week.
 - They service Madison County Fair and Union County Fair.
 - Their initial quote was higher than anticipated and budgeted for. Negotiated a lesser fee for this year only for us to give them a try.
 - They bring their own money for the "bank"/change. They own credit card machines. They provide a nightly report summarizing all of the day's activity.
 - They do so much of the work that would relieve SFB members and make SFB available to focus and give attention to other needed areas.
- Wristbands will be required for weekly passes, exhibitors, vendors. No exceptions.

- f) Concessions & Vendors/Scott Pritchard
 - All contracts have been mailed out. They are starting to come back in.
 - Had a grounds tour for vendors this past Saturday (4/6/19).
 - 5 food vendors were not invited back. Want to avoid overlap of concessionaires that serve same types of foods.
 - Commercial vendors will be outside, not inside. Must provide their own tents/canopy. No stakes may be driven into concrete. Must bring water or concrete for anchoring.

- g) Gun-A-Palooza/Von Cremeans
 - Proofed GAP tix today (4/8/19).
 - Tix go on sale 1st of May.
 - There will be online sales again.
 - Mailer will go out after fair/middle of July. Too much to coordinate before and during fair. Also, doing a push the month before better drives sales/attendance and excitement.
 - Gun list and prices modified. But not much else has changed.

VIII. Old Business

- a) Purchase of Roto-Harrow/Von Cremeans
 - Has had a lot of feedback that roto-harrow is not the way to go to maintain the show pavilion (for horse shows). Need something with water tanks.
 - Jennifer Pontious offered to get more information from other fairs and horse show coordinators with similar set-up on what the best solution is.
 - Board decision tabled until next meeting.

- b) Porta John Rental Agreement/Randy Smith
 - Zemba Brothers quote for portable restroom service, camper clean out, and restroom cleaning \$17,250.
 - Gator Jon \$5,853 – includes 16 single units (65 services), 4 handicap abled units (125 services), camper cleaner \$800, sinks rental \$139 (75 services), bathroom cleaning in PCAS Heritage Hall.
 - They will have a camper onsite.
 - Board discussion included wanting to understand why PCAS is being charged \$800 to be onsite when company gets paid direct by individuals using service and they have access to dump station onsite. Randy will go back to them for clarification on necessity of that charge.
 - Board decision tabled until next meeting.

IX. New business

a) OFMA District 6 Spring Meeting Recap/Von Cremeans

- ODA working on updating Red Book. Very outdated.
 - Scott Pritchard stated that paper copies of the Red Book were distributed to all new board members that attended the District 6 meeting at OFMA convention. He emphasized the importance of knowing the Red Book well, especially the 2nd half.
 - Sean Mayhugh has paper copies of the Red Book for anyone who would like one.
 - Christy Pence has sent the link to the digital/online version to SFB multiple times via email, in convention notes, minutes, etc.
https://agri.ohio.gov/wps/wcm/connect/gov/4bb79fc0-0fe8-4d85-848d-29d9126e6e10/Fairs_RedBook.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=ROOTWORKSPACE.Z18_M1HGGIK0N0JO00O9DDDDM3000-4bb79fc0-0fe8-4d85-848d-29d9126e6e10-ml3dUzp
- New governor means administration turnover and transitions are taking place.

b) OHHA/ladies race – Sean Mayhugh

- Over 800 horses have been nominated to come race at our track during fair week.
- OHHA hosting a food drive during races as promotion.
 - Will donate \$100 to local food bank.
 - Food bank needs to be identified and agreed upon by SFB.
 - Promote food drive on FB.
 - Containers will need to be provided at entrances to grandstands to collect food items.
 - Christy Pence suggested Haven House to be non-perishable food recipient.
 - Carlee Stewart moved to donate items from food drive to Haven House. Randy Smith seconded. Motion carried.

c) Skid loader lease/Chris Pence

- Sold the old Case that was in very poor condition.
- Need track skid loader on grounds for daily use.
- Caterpillar 239 is brand new \$399/month to lease for 3 years.
 - Can roll into purchase.
 - Very much needed during fair, mostly for track. Grounds keeper will use often. Can move tables, chairs, wagons, gates, pens, debris, dirt, etc.
 - Full machine warranty for 2 years. No extended maintenance program included.
 - Comes with bucket. \$500 deposit + \$399/first month. Will have by early May. Can buy broom as attachment option in future.
 - Carlee Stewart moved to approve leasing for \$399/month with option to buy as described. Brad Lutz seconded. Motion carried.

d) Sign/Von Cremeans

- Von going to request commissioners pay for half of cost of sign.
- More clarity than old sign. Will be mobile/online capable. Price includes installing steer on top.
- Between \$40-50k installed.
- Von will check into warranty.
- Must order asap to have by fair.
- Will likely try to sell old sign being stored in grandstands. Will table for discussion/decision for sale at future meeting.
- Tracey Rittinger moved to approve delegating \$25k toward purchase of sign pending commissioners approval/agreement to pay for half. Carlee Stewart seconded. Motion carried.

e) Flea Market/Randy Smith

- Randy proposed that PCAS (through PCVB) rent a building to a promoter/coordinator interested in hosting a/any flea market(s).
- PCAS will no longer coordinate or promote a monthly flea market, nor collect booth fee/rental money from individual vendors as done in the past.
- If someone wants to host/coordinate a flea market or other similar event they will have to rent a building at set price (with PCVB) and collect their own fees personally from vendors to cover costs of building rental.
- Mark List moved to approve that PCAS will no longer host monthly flea market direct as proposed. Scott Pritchard seconded. Motion carried.

f) Bank Account Transfer/Von Cremeans

- Current bank has not stepped up to support the revitalization. They were approached and asked to sponsor the new sign, they declined. They were approached and asked to be a day sponsor for fair and they declined. Although we are grateful that they did ultimately decide to do a sponsorship of less value, and we're appreciative that they support the livestock sale each year.
- L&S Committee has account with Savings Bank.
- Savings Bank & Kingston National Bank have stepped up and significantly supported the revitalization project. These two banks have generously supported, and are very community and service oriented. They have been very accommodating and are working hard to earn our business.
- Money Market account would move first, before fair. Checking account would phase out after fair.
- Chris Pence moved to transfer all PCAS accounts, including GAP, with Sean Mayhugh's discretion on how much goes to which organization, making as equal as possible. Randy Smith seconded. Motion carried.

g) Additional Credit Card/Von Cremeans

- Christy Pence is doing a lot of online purchasing for various purposes including supplies, promotional items, advertising, and merchandise/souvenirs for fair.
- Von proposed that an additional card be obtained for her with a \$2,500 limit.
- Brad Lutz moved to approve request. Carlee Stewart seconded. Motion carried.

h) Veteran's Day

- Corky Que is sponsoring Veteran's Day (Tuesday of fair) for \$1,000.
- Free admission for vets was privately sponsored last year. Years past vets were charged \$2.
- Typically, less than 100 vets attend/participate.
- Carlee Stewart will create a graphic to be included in fair book to promote event with "Sponsored by Corky Que" promo included.
- Ceremony at flag pole with guest speaker will be at 10am.
- Soldiers Monument committed to donate permanent flag pole.
- Craig Weiler moved for free admission for Veterans on Tuesday of fair. Carl Myers seconded. Motion carried.

i) Species Pen Tags

- Pens should be numbered (can get a roll of numbers \$13 of 500 on Amazon), and assignments should be communicated to advisors before move-in.
- PCAS Committee/superintendents will assign pens by club by Wednesday before fair. Club name goes on pens by PCAS. Advisors need to be notified via email so that they can assign individuals in club accordingly and disseminate info to club members before they arrive for move-in. Advisors also need to be instructed that switching/swapping/moving pens, other than what is assigned, is strictly prohibited. Extension office needs to know pen assignments well ahead of time as well.
- Exhibitors should have pen # written on paperwork/weigh ticket upon move-in arrival. List needs to be hung in each barn as well. Communication/coordination important!
- Mark List moved to have PCAS committee chairs/superintendents assign pens by club and have marked by Wednesday before fair (6/12/19). Carlee Stewart seconded. Motion carried.
- Club Banners will likely hang on walls in PCAS Heritage Hall/barns, not beams. Will likely have to buy aircraft cable and clamps. Will assess as buildings are completed to determine.

j) Gate committee/Chris Pence

- Chris Pence moved to approve an additional \$3k above budget to sub out Wright's Tickets. Carlee Stewart seconded. Motion carried.

- k) Livestock Show Photographer/Mark List
 - Mark List proposed hiring a professional photographer during fair week. Exhibitors and families can purchase all digital images. Mark will get more information on pricing and contact/scheduling logistics.
 - l) Budget for cattle barn/Steve Barthelmas
 - Steve Barthelmas moved to allocate a \$5k budget for gates, scales, and concrete for cattle barn. Brad Lutz seconded. Motion carried.
 - m) Steve Barthelmas requested recognition and thanks to Am Vets for donating their facility for the Kiss The Cow event. Christy Pence said that she would send a thank you note on behalf of the SFB, and a framed photo of the vets that were there that got their pic with Marvin the steer. Von Cremeans said he would look into \$1,000 PAEC revitalization donation equivalent to include them on (small donor wall?).
 - n) Randy Smith confirmed with Sean Mayhugh that a contract is what is needed to process a \$900 deposit on entertainment.
 - o) Randy Smith will order Friends of the Fair plaques.
 - p) Randy Smith inquired whether any board members had needs for discount rate at Holiday Inn for any entertainment groups. He has a rate that can be extended. If needed let him know.
- X. Correspondence
- Kayla Bowens, student at Logan Elm wrote a letter requesting consideration to change rule about grand and reserve champions being sold. Will respond thanking her for her suggestion, but it is a state rule, not unique to our fair.
 - Corky Que sent a letter committing to sponsor Veteran's Day for \$1k. Steve Davis and his wife have a son serving. Very important to them to make sure as many veterans as possible can be a part of being honored.
 - Circleville Eagles sent a letter committing to sponsor Senior Day and Mini Tractor Pull \$1,500.
 - Invitation was received from The Place in South Bloomfield for their Community Open House on Saturday, April 13 11am-2pm.

XI. Adjournment – Chris Pence moved to adjourn at 9:31pm. Carlee Stewart seconded.
Motion carried.

NEXT MEETING: Monday, May 13, 2019 @ 7:00pm

**Livestock & Sale Committee Meetings:*

Mon, May 20, 2019 @ 7:00pm

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

Th 4/11 @ 7:00 LEHS

Tu 4/23 7:00 WHS

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

**Livestock Skillathon – Th June 6 & Fri June 7 – 11am to 8pm*