



Pickaway County Agricultural Society

Meeting Minutes

May 14, 2018

7:00pm

- I. Called to order by Von Cremeans at 7:00pm
- II. Pledge of Allegiance led by Craig Weiler
- III. Roll Call - Directors not present: Scott Goldsmith, Brad Shannon (courtesy of notice given), Carlee Stewart (courtesy of notice given). Tracey Rittinger arrived at 7:33
- IV. Secretary Report – Scott Pritchard moved to approve the April 9, 2018 meeting minutes. Gerald Loudermilk seconded. Motion carried.
- V. Treasurer Report – Sean Mayhugh presented April 2018 Treasurer Report:
 - \$23,586 in checking
 - \$176,808 in savings
 - \$100 petty cash
 - Total of funds in the bank \$200,495
 - Income \$29,417
 - Expenses \$57,137
 - Biggest expenses – grandstand repair \$30,541 & service contract for maintenance (for Mar, Apr & May 2018) \$9,000
 - Chris Pence moved to accept the April 2018 Treasurer Report. Frank Reisinger seconded. Motion carried.
- VI. Committee Reports
 - a) Jr. Fair Board – Aubrey Colburn presented:
 - Junior Fair board got together last Sat, about 15 attended
 - did mulching & weeding
 - Steve Barthelmas said another workday coming up on Thursday, June 14 for any last minute projects, lay out and organize ribbons/rewards for the shows. Jim Arledge suggested cleanup of barns that were torn down. Wood, nails laying everywhere - need metal detector. Craig Weiler suggested brush in back of campground needs gathered in a pile.

b) Camping –

- Scott Pritchard is working with AEP to get pricing and coordinate installation of electric where barn 4 was and create 20 camping spots (between manure pile and betting booth) as temporary overflow for 4-5 years. There are 19 names on waiting list.
- Quantity of 2 – 200 amp services (replace meter and install on barn 6 and near betting booth) will service twenty 30 amp camping spots for \$4,400 (will generate \$4,000 income). No 50 amps.
- Ryan Sark going to dig trenches.
- Brad Lutz moved to approve \$4,400 to install electric for additional camping. Sean Mayhugh seconded. Motion carried.
- Von Cremeans spoke with Matt Gibson to make sure manure pile is cleaned out at beginning of fair week.

a) Advertising –

- Christy Pence presented. Christy, Randy Smith and Sean Mayhugh had a meeting with Josh Koch, Market President with WKKJ country radio station in Chillicothe (part of iHeart Media). Quoted 15 and 30 second radio ad spots to run week before and during fair week sharing events and website. Asking board approval for \$2,000 to run radio advertising. Dustin Hube moved for the board to approve \$2,000 to spend on radio advertising. Scott Pritchard seconded. Motion carried.
- Mark List said there was no major sponsor specifically for the 2Steel Girls concert but Gordon Flesch is going to contribute.
- WKKJ may negotiate up to \$500 off for sponsorship opportunity.
- Sean Mayhugh has applied for a \$550 grant through the harness racing association.
- Christy Pence played a sample of the radio ad (from Ross County's spot from their last fair).
- Mark List asked if there was a possibility of WKKJ providing a dj for emcee for the concert. Josh Koch mentioned in meeting with Randy, Sean and Christy that it was a possibility. Christy said she would look into it further.
- Christy Pence made a request for Cameron Fontana of Fox 28 news and Woody Johnson of WCOL to broadcast at the beginning of fair week. Gerald Loudermilk knows Darryl Johnson and said he could reach out to him to inquire. Mark List said that Danny Zuko's children go to Scioto (building house near Split Rock) and they have gone to Scioto before to read, etc.
- Scott Pritchard asked for clarification on how many radio stations will be broadcasting on site to make sure he had enough spots/space for them. The only one scheduled/confirmed is Dale Minyo from Ag Net on Tuesday morning.
- Christy boosted the Rodeo and 2Steel Girls Events on Facebook. Cost \$150.
- Sean Mayhugh's wife created a billboard graphic/advertisement to put on two billboards on 23 (going north and south). Has photo of 2Steel Girls. The \$550

grant he applied for requires that most of the advertisement be harness racing. Mark List moved to approve for billboard cost pending grant approval. Frank Reisinger seconded. Motion passed.

- Von Cremeans suggested that the advertising committee look into Adam Dunn's new digital billboard. Possible trade?

b) Sponsorship –

- Von Cremeans asked again that all directors work to get \$300 sponsorships from at least one local business to cover cost of their golf cart rental for fair week.
- Mark List has 3 banners for the rodeo.
- Mark List has a list of 17 people who are interested in purchasing a table for the 2Steel Girls concert. Total of 20 (can sell up to 25 if there is interest). Has gotten 1 check. Tables each seat 8.
- General admission. Can buy tickets at door.
- Mark List has a plan for beer garden and table layout. Bleachers will be on either side of sponsored tables down on track.
- Christy Pence shared that Marc Rogols is the new Pumpkin Show stage coordinator. Von Cremeans said that Jay with the ride company has capability to pull stage (will happen day of).

c) Merchandise/souvenirs –

- Christy Pence presented items that will be for sale before and during fair.
- This is a new adventure to “dip our toe in” and gauge interest. Also to promote fair, create camaraderie and pride in our fair. If it goes well this year we can really do some creative and more variety of items for our inaugural year for new fairgrounds next year. Von Cremeans shared that Pumpkin Show sells \$35,000 in souvenirs.
- Souvenir bracelet with bull \$18 pre-sale (\$20 during fair). Only a total of 50. If they sell well this year we can consider other charms for next year...PAEC logo, other species, etc. Craig Weiler suggested charms be dated for future sale. Christy Pence shared that Pumpkin Show sells about 500 bracelets each year.
- Hats – glitter “farm hair don’t care”...”barn hair don’t care”...”squad goals” (Christy will look into adding horse)...”show mom” for different species...”home” with Pickaway county as “O” and will say “Pickaway County Fair ” under – all will be pre-order, will be made by vendor based on demand
- Items will be sold in fair board office.
- Tracey Rittinger is a committee member. Had valuable input and focus on items that are inexpensive that the kids would like. Considered selling light up swords, wands, etc. Scott Pritchard suggested not selling those items because there will already be vendors on-site selling them.
- Will also have drawstring tote bags with PAEC logo to sell.

- Anticipate big seller being a fan that plugs into phone. Will say “Pickaway County Fair”. \$4.50 to purchase. Will sell for at least \$8. Adaptor for Android and Apple.
- There are other items that will be considered for purchase in the future if this sale is successful...beer steins, wine tumblers, show sticks, etc.
- Scott Pritchard and Craig Weiler suggested decals for cars (with dates) to advertise. Exhibitors used to collect each year. Christy said we’d look into for next year when we have more time to order and distribute.
- T-shirts will not be sold this year by fair board because PAEC Revitalization Leadership selling construction green shirts to junior fair (4-H & FFA) exhibitors with matching funds for revitalization with sponsorships.
- Budget allotted was \$1,000. Purchase of bracelets cost \$700. Christy Pence asked for an additional \$500 to purchase a couple more items to offer a variety. No items will be dated so they can be sold in future years if we don’t sell them all this year. Brad Lutz moved to approve additional \$500 to purchase more souvenir items. Dustin Hube seconded. Motion passed.

d) Gates – Chris Pence presented:

- On track. Only challenge is wristbands for Saturday. Need 3,000. Need to meet with committee soon.
- Sandy is prepared.
- Chris suggested to entire board to be courteous to Sandy and her staff by just making small gestures that would mean a lot (show appreciation)...offer water, check in to see if they need anything, jump in to help if needed.
- Tiffany Foster will be helping to coordinate gates/tickets.
- Von Cremeans said only 1 building will be built this year - at Gate C

e) Concessions – Scott Pritchard presented.

- Commercial wares – in March 33 contracts were sent to everyone from 2017. 13 received back. 14 additional went out in May. Focusing on getting as many commercial/retail vendors in because food booths more challenging with electrical hook-up needs (panels, breaker space, transformer, etc).
- Food vendors – in March 21 contracts were sent to everyone from 2017. 12 were returned. 4 additional sent in May. West Fall Boosters have asked to come in. Corresponding with Pizza Cottage. A lot of food vendors interested. 13 on waiting list. Electrical requirements are a challenge to take many more.
- Due to be paid in full by June 1 – possible reason for why the delay in returning contracts. Scott will follow up with them.
- Rydermans will be here with show supplies on Saturday – support them, buy shavings, feed, etc.
- The Ohio State University is bringing a van full of students, has grant money, travels to all fairs to educate on uses of soy beans (plastics, foods, etc.)
- V.A. bus coming Tuesday for Veteran’s Day

- Tractor Supply will be here everyday. Will need help setting up before Thursday morning (when 4-H clubs are setting up fair booths in Coliseum). Booths will need brought up from grandstands and set-up. Not as many this year. Will be in a circular shape.
- Bloodmobile hasn't been scheduled. It is in the fair book for Thursday 1-6.
- Pickaway County Library Bookmobile coming.
- Day sponsors – will provide a 10x10 tent right inside of Gate B with 2 tables & chairs.
- Scott Pritchard requested that no grooming shoes, generators or blowers be on north side of barn - prefer they go to east side around the corner and set up under trees where champions tent used to be. Steve Barthelmas suggested that caution tape, signage or barricade be put up to prevent it.
- Jeff Wippel inquired on logistics for move-in on Sunday. Scott said trailers will be able to be pulled up the center of midway/both sides of barn and unloaded as usual but they will not be able to get right up next to/against building. Von Cremeans shared that senior fair board needs to be present and persistent with vocalizing that people need to pull up, unload, and pull out quickly

f) Gun-A-Palooza – Von Cremeans presented:

- GAP project charter needs approved. Packets were distributed and need reviewed. GAP will be run by fair board (already approved). Back page is budget. Flowchart of organization/committees included.
- Set-up similar to Livestock Committee (same EIN). Sean Mayhugh still treasurer.
- Chris Pence moved to approve project charter and budget. Brad Lutz seconded. Motion carried.
- Need a one-time transfer of \$20,000 from senior fair board (PCAS) general bank account to separate GAP bank account (an advance) for starting operation expenses (already occurring). As money is received from ticket sales it will be deposited into PCAS account. This keeps Sean from having to write checks out of PCAS account – cleaner books. Gerald Loudermilk made a motion to approve \$20,000 transfer from PCAS general account to separate GAP account at Pickaway County Banking Center. Brad Lutz seconded. Motion carried.
- 4,500 tickets available. 30 in each packet that will be distributed after tonight's meeting. All permitted to sell on social media. Gun list is on the ticket. Tickets have 3 parts. ½ advertisement, other 2 parts stay together and go back to fair board office. Smallest part with number only (no name) will be what goes into drawing.
- For 50/50 drawing, 10 tickets for \$10. All 10 tickets only have 1 number – easier to keep track of. Drawing every hour starting at 12:30.
- Have a GAP logo.
- Facebook page will be created within the week.

- Beer permit for entire fairgrounds, includes these events. No children under 18 permitted at GAP events. Must be 21 years old to win guns. Will do wristband for those who are not 21/cannot consume alcohol.
 - Westfall agreed to do food for events.
 - Raffle tickets cannot be sold on fairgrounds 7 days before fair starts and 3 days after fair ends.
 - Going to put a table up at flea markets for promotional.
- g) Revitalization – Brad Lutz presented:
- Corna Kokosing (Andrew is contact) was hired as Construction Management company. They understand necessity of timing. Meetings have started. Bids going out within next couple of weeks. Meeting Tu 5/15 at Commissioners Office.
 - Kevin Stewart/Darby Creek Excavating doing most of demo work. Material from demo will be kept and crushed to use as fill for project. Helpful and efficient, but also symbolic of the old being a part of the new.
 - Utilities delays have postponed tearing down buildings on corner. Hope to start process within the next week or two.
 - Corna wants to break ground no later than July 1. Doesn't necessarily mean bulldozers. Could include construction fencing, disassembling, etc.
 - Sold back 2 parts of goat barn in public sealed bid. Did not sell modular, shelter house, or front of goat barn. Modular will go back into public sealed bid. Lowered from \$5k to \$2k minimum. Shelter and front of goat barn will be demolished with rest of buildings. If modular doesn't sell it will go into general auction on 6/30.
 - Ground breaking ceremony will take place before auction on 6/30 at 9:30am. Darby Creek will have bulldozer and other equipment at corner of Lancaster Pike and Stoutsville Pike where barber shop is.
 - Securing of demolition site will not affect fireworks on Sunday, 7/1.
 - At \$1.5 million in pledges so far.
 - All animal pens have been purchased except horse stalls.
 - Betsy Cremeans designed a sign for the grandstands. Guy making signs did the signs at the Ottawa County Fair. Powder coated, laser cut out of metal. 3-D. Size 138" x 65". Color: green. Placed in middle between 2 doors. Sign design can be used for other buildings on the grounds. Sean Mayhugh will reach out to Jean Fissell to ask if we can honor John Fissell by using his name. \$400 approval needed to buy sign for grandstand. Brad Lutz moved to approve \$400 to buy grandstands sign. Randy Smith seconded. Motion carried.
- h) Building and grounds – Craig Weiler presented:
- renovations for grandstand are underway
 - Tile for infield being moved in this weekend. It will be in before the fair.
 - Proposed backdrop for exhibitors to take pictures. Barn will still be outside the show arena. This will be an additional option.

- Trees by hog barns are in really bad shape. Potential hazard. Need cut down and wood hauled out.
- County maintenance is supposed to spray Round up. Steve Barthelmas will spray buildings – has a license.

i) Livestock Committee – Jeff Wippel presented:

- Tag-in on April 21 went really well. A lot of positive comments. Well organized. Thanked fair board for directing traffic and serving lunch to crew. Has a meeting one week from tonight 5/20.

VII. Old Business

- a) Royalty magnets (not dated) - \$70 price. Shirley Lear moved to approve \$70 to pay for magnets. Steve Barthelmas seconded. Motion carried.
- b) Trash Removal - \$3,900 quote to Randy Smith from ABC for portable toilets only, no trash removal. Also donated sanitation packets. Rumpke quoted \$19,000 (\$9,000 more than last year's total trash removal). Tabled until next meeting. Von will reach out to Brown & ABC on trash removal.
- c) Since John Woodruff did not come to this meeting he is officially off the board.

VIII. New business

- a) Race blanket sponsorship – Fair board sponsors a race blanket each year. Tracey Rittinger moved for approval. Dustin Hube seconded. Motion carried.
- b) Policy approval: updating so that we are fully compliant with audits
- Deposits – state of Ohio requires nightly deposits unless board approves proposed 3 day window, allowed as long as we do not exceed \$1,000 in vault.
 - Public records – last one from 2009, written by auditors, Sean cleaned up and updated to make sure all requirements are met for state and the society
 - Record retention – we do not have one, important because we currently have several boxes of records from many years ago that need purged. Followed Hartford Fair and OFMA standards. Attachment A tells how long everything is required to be kept.
 - Whistle blower - added
 - “Request of records” update
 - Tracey Rittinger moved to approve updated policies. Dustin Hube seconded. Motion carried.
- c) Clearcreek EMS contract approval – Sean Mayhugh presented -
- \$3,750 (\$250 for ambulance, \$250 for fire truck) for fair week.
 - Fire truck there for every automotive event.
 - Ambulance there for all events.

- Increased by \$500 due to additional events.
 - Pickaway/Brian Brown did not respond to Sean's inquiry for a proposal.
 - Tracey Rittinger moved to approve Clearcreek for \$3,750. Scott Pritchard seconded. Motion carried.
- d) Sound check –
- improve sound quality through barns & show arena
 - Betsy inquired based on youth committee meeting from this morning.
 - It was suggested to get ahold of Jack Pontious.
- e) Move June meeting to 1st Monday, June 4
- Mark List moved to move the meeting to 6/4. Brad Lutz seconded. Motion carried.
- f) Work days/evenings –
- Craig Weiler, Von Cremeans, and Chris Pence proposed Th 5/24 (evening – 5:30pm), 6/7 (evening 5:30pm...designated for barns), Sat 6/9 (day – 9:00am).
 - Christy Pence will post on Facebook and send email to club advisors that offered for their clubs to help.
 - Shirley Lear requested that refrigerator be moved from Coliseum kitchen to Ankrom building week before fair.
- g) Sign-up sheets – All committee chairs need to identify and specify needs/coverage for set-up and fair week, and have sign-up sheets by next meeting Mon 6/4.
- h) Golf carts –
- Von Cremeans needs to know who needs golf cart. Send email to Christy Pence by noon on Tu 5/15 specifying what kind you need (4 passenger, 6 passenger, utility, etc). If you don't email Christy you don't get a golf cart.
 - Von ordering a Gator for Craig Weiler (building stuff) and Randy Smith (runs all over grounds, multiple uses).
 - If you don't need one, need to know that too.
- i) Benches –
- 21 benches.
 - They're uncomfortable.
 - Nails popping out of them.
 - May not be safe.
 - Christy Pence proposed taking the commemorative backs and hanging them in/on new buildings or somewhere on new grounds.
 - Tabled until after fair.

j) Correspondence –

- thank you from Pickaway Senior Center for donation.
- YMCA thanked us for previous donation to capital campaign and asked to renew for this year. Tabled to next meeting. Sean will find past donation amount.

k) Portable Lights - Randy Smith –

- \$900 for portable lights for in front of coliseum and down over the hill for grandstands/infield.
- Brad Lutz moved to approve up to \$900 for cost of lighting. Dustin Hube seconded. Motion carried.

Adjournment – Brad Lutz moved to adjourn. Dustin Hube seconded. Motion carried.

NEXT MEETING: FIRST MONDAY OF JUNE...Monday, June 4, 2018

Submitted by Secretary, Christy Pence