



THE DEFIANCE COUNTY FAIR AGRICULTURAL SOCIETY, INC  
P. O. BOX 184  
HICKSVILLE, OHIO 43526

John Fifer  
President

Carol Sines  
Vice President

Paula Fairchild  
Secretary

Alliance Tax Services  
Treasurer

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March 11, 2013 Meeting Minutes

President John Fifer called the March director's meeting to order at approximately 7:30 pm. The Pledge of Allegiance was recited by those in attendance.

**Roll call was taken, those present:**

Mary Bishop, Yvonne Blosser, Brian Chittenden, Deb Cocke, Angie Etchen, Paula Fairchild, David Ferguson, John Fifer, Dave Fine, Teresa, Johnson, Earl Klepper, Corey Maassel, Larry Retcher, Carol Sines, Joe Stotler, Mitch Troyer and Lavon Wiles  
Jeff Rohlf arrived at 8:45

**Not present:**

Doug Moog (A), Jerry Sanders (E) Ann Beach (E) Don Retcher (A) Rusty Detray (E) and Francis Schindler (E)

**Secretary's Report:**

John Fifer called for the Secretary's Report. Larry Retcher made a motion to abstain from reading the report at this time; second by Don Retcher, all in favor.

**Guest attending meeting:**

Commissioner Nicely, Kaitlyn Rethmel, Teresa Johnson  
Otto Nicely inquired on the accounts receivable for Bob Latta; Denise said she has not received the payment unless it is under a different name. Otto asked about the electrical boxes at the grounds; Lavon has quotes for them. Same with the drainage; Lavon will go over the bids he has received.

Kaitlyn Rethmel thanked the Fairboard for their support and allowing her the opportunity to participate in the Ohio State Fair's queen. There was an interview process for about 66 other contestants and a pageant that narrowed the choices down to 16 girls in which 5 was chosen. Carol thanked Kaitlyn for representing Defiance County.

Teresa Johnson: Livestock committee will meet at Fairground April 9, 6pm.

There is an open beef show at the Fairground April 13.

Angie, Brian and Jerry will be instructing horse rule sessions. There are 3 sessions starting on March 17<sup>th</sup> and will be held at the extension office.

Ribbons: we added peewee showmanship and over the hill showmanship to all shows, after ribbons were ordered. Teresa asked for permission to order a roll of ribbons that will last them 3 years and will be under \$100. To purchase ribbons, motion made by Joe; second by Yvonne. All in favor

May 4<sup>th</sup> and June 22<sup>nd</sup>, Teresa would like to have a 4-H club horse show at the Strausbaugh arena. There will be no charge to the 4-H for the use of the Strausbaugh arena on May 4<sup>th</sup> and June 22<sup>nd</sup>. For the May 4<sup>th</sup> show, Kathy Owens usually makes a donation. Last year she donated \$1000 to the Foundation and funded a stall for \$500. For use of the Strausbaugh arena at no charge, motion was made by Brian; second by Mary. All in favor

Teresa wanted to know if we wanted to sell ice; the 4-H will not be selling ice this year. It was recommended to only sell the large bags. It was decided we need to continue to sell ice and will place the unit outside the Secretary's office.

Motion made by Carol; second by Brian. All in favor

The 4-H Advisory Council had asked Scot Wirth, a 4-H volunteer to run the horse stand concessions. They are unable to find anyone to run the food stand. Council told Scot he could keep what he makes but would like a donation back to the Jr. Fair since he is using the horse stand and equipment. There is a need for a food vendor at that end during the weekend Jr. Fair shows.

Teresa is asking the board if he should be charged a vendors fee; she would like him to sign the vendor contract. There was discussion on how much to charge keeping consistent with other vendors.

Motion was made by Joe to charge \$100, sign a 1yr contract and provide proof of insurance; second by Brian. All in favor

Teresa will be getting with Paula to go over County website on new laptop and downloading email. Teresa needs information on shows to update the website.

Cheryl Andres: The Ballfest committee has decided to donate half of profits to the Sheriff's Office (used for Dare last year) and the other half for a mobile gazebo to be placed on the fair grounds. Would like to have something more visible that shows what the Ballfest has donated. Cheryl requested permission to put where the donations are going to on their flyer for the July 19<sup>th</sup> & 20<sup>th</sup> Ballfest.

Motion was made to save Ballfest money for new gazebo by Joe; second by Brian. All in favor

**Correspondence:**

Received a thank you card from Francis Schindler, thanking the Fairboard for thinking of him.

**Treasure Report:**

Denise provided a hand-out of information regarding the Treasure report.

\$106,151.50- Current balance in our account. These are designated accounts; expenditures can only be made with approval.

\$12,000- Minimum amount needed to start a fair every year.

\$39,276- minimum operating money

\$12,890.46- Sale balance

\$32,001.42- checks to be approved

Couple unusual deposits: Cooper farms for hog barn \$12,000  
Goat barns grant \$3,000

Our 990 tax form is filed.

Hicksville High School has inquired on some bid packets.

Denise is concerned about the purchase of the computer that passed by the board. She wants to be sure there is no conflict of interest when such a purchase is made from one of the board members. It is important to complete research such as other estimates and it is noted that all board members agree. This is something that the auditors will review. It is important for us to be compliant. Carol will provide prices of other comparable laptops to Denise. Denise asked if we passed the budget and needs a signed document. Denise has to compare Budget to Actual; this was an issue in the past with the auditor.

Denise answered a few questions regarding Administration under the Profit & Loss and Accounts receivables not showing the payment of a stall renter that was evicted. Denise thought that they had paid in full. She will check and email everyone.

Alliance Tax Service will be revamping the ownership. This situation will not affect the Defiance County Fair.

Denise just wants the committee to understand that if she remains as Alliance Tax Service for our accounting needs, it will be Denise and her support staff under that name that was hired as our Treasurer. Alliance Tax Service will still continue to sponsor the auto show.

Deb asked if there was any checks and balances with the Finance Committee that is being done every month. Paula stated that she and Dave receives the profit & loss and account receivables along with the bank statements via email every month from Denise. It is time consuming, but they are reviewed. Deb asked that this be noted in the minutes and was addressed. As Denise stated, activity should be noted in the minutes. Paula stated that Denise is correct in that we should be emailing the same information to our committee members. Since Deb does not have email, it can be mailed or she can receive the statements from Larry. With the committee's work hours, it is hard for all of us to meet. It was asked if Denise emails this information to the general board. Denise emails the financial statements at the end of each month and if you have not received them, to let her know. Dave Ferguson is not receiving this email and made sure to give Denise his email address.

Motion to accept finance report by Corey; second by Lavon. All in favor

Motion to pay bills by Dave; second by Mary. All in favor

John asked for a motion to continue with Alliance Tax Service no matter who works for them.

Motion made by Joe; second by Mary. All in favor

**Travel Policy:**

Everyone should have received the updated travel policy via email to review. It has been recommended by the E-Board that we follow the updated travel policy.

Motion made by Brian to accept new policy; second by Lavon. All in favor

**E-Board:**

There was a discussion of renting buildings on fairgrounds because of a double booking. Date of rental will not go into books until money is received and contract is signed.

The board discussed the pros and cons of taking either of the two stall renters to court; one that has not paid and the other who is attempting to pay their debt with small payments. John spoke to a lawyer who suggested it would not be in our best interest to pursue legal action for the situation where small payments are being made. We can move ahead with legal action for the evicted stall renter that still has a past due balance, but will it be worth the negative publicity the Fairboard may receive. In the previous meeting motion was made to pursue legal action. In order to remove a previous motion, it must be resended. If not willing to resend motion, we will just drop it. The discussion continued as some committee members stated that we must be consistent with our actions. John stated we have a couple of issues since there was not a signed contract and a dispute regarding count with no witness to verify. Lavon and Denise are confident the balance that is owed was paid on the renters very last day; Denise will double check.

#### **Committee Reports:**

Finance Report- No report of any issues

Entertainment: Dave continues to pursue sponsors and working with the radio station.

Gallagher website states the Defiance show will be his last before retirement.

Looking at prices for the show. There will be 500 reserved seats.

John and Dave have received emails requesting tickets for the Gallagher show.

Will be working on website to add a link that will take you to a site where you can purchase tickets on-line.

After discussing and figuring amounts, suggested ticket price for Gallagher: \$25 on the track - \$10 grandstand.

Motion was made to accept ticket prices for the Gallagher show by Dave Ferguson; second by Corey Maassel.

All in favor.

Rodeo prices were discussed. Because there are seven events and points are needed; this rodeo will bring in the people.

After discussing ticket prices for the rodeo, suggested amounts: \$10 for all ages – 5 and under free.

Motion was made by Mary Bishop to accept ticket prices for the rodeo; second by Corey Maassel. All in favor

Grounds: Lavon received estimates to repair the drainage:

1. \$5100 tile
- \$3900 open ditch
2. \$6535 tile & pea gravel
- \$1500 open ditch
3. \$8400 tile
- \$3500 open ditch
4. \$5850 W/catch basin
- \$1350 open ditch

This is just to complete stage one. Motion was made to accept \$5850 bid; second by Joe Stotler.

All in favor

Teresa updated Secretary's PC, no software on PC, will need to purchase Microsoft.

**Old Business:** Commissioner Nicely has been working with Henry and Paulding County to promote more tourism in the area. If we get a list of our events to him, he will have the administrator place them on line. These events will help to draw more people to the area.

**New Business:** John and committee members had a meeting with radio station 105.7 & 98.1. The radio station will be typing up an advertisement and sponsorship proposal for the fair. It was a very positive meeting.

Dennis Little has been in contact with Dave Fine, requesting him to speak to John and Carol to see if they would let him help with advertising and ticket sales. John believes it is up to the board, as he told Dennis. Dennis has resigned from the Fairboard. After much discussion, and with no disrespect toward Dennis, the board respectfully declined his assistance.

District meeting is this Saturday, March 16<sup>th</sup>, at the Mercer County Fairgrounds if anyone is interested in going besides Mary, Paula and Lavon. Bull session begins at 11am and meal starts at 1pm with a happy hour cash bar from 12-1pm.

Jerry Sanders requested John to check and see if they need insurance to cover the Beef show since it will be at a different time, not during Fair week. Carol will check on insurance.

9:20 pm

Motion to adjourn made by Dave Ferguson; second by Joe Stotler

Next Fairboard meeting: April 9, 2013

Secretary's Office @ 7:30 pm