

Meeting Minutes for Small Animal Committee  
Monday, July 9, 2018  
705 Oakwood Street, Room 101, Ravenna, Ohio 44266

President: Chris Campbell      Vice President: Karen Watson  
Treasurer: Diane Ebie      Asst. Treasurer: Tim More      Secretary: Lesa Carson

Attendance:

-Scott Corning	-Pam Gardner	-Angie Kuchenbecker	-Kim Nelson
-Melissa Herndon	-Dan Schrack	-Pat Allen	-Linda Kisamore
-Chris Campbell	-Dan Martin	-Rhonda Lonneman	-Diane Bishop
-Tim More	-Lesa Carson	-Carolyn Eiermann	-Karen Watson
-Shirley Ryan	-Ann Neal	-Fran Mansfield	-Rhonda Lippy
-Bonnie Marek	-Lisa Zavara		

Meeting called to order by Chris Campbell, President, at 7:03 pm.  
Attendance Sheet/Contact List was circulated for signatures.

Secretary's Report:

-No corrections; Stand as written.

Treasurer's Report:

-Ending balance from previous meeting: \$15,404.29 (Checking \$11,964.31+ Savings \$3,439.98)  
Plus money received: \$ 1,279.00 (poultry, trophies, banner & entry fees)  
Minus expenses: \$ 150.00 (donation to Paws N Claws April show)  
Minus checks written: \$ 1,394.60 (camperships \$325 + Eagles Nest \$1,069.60)  
Interest earned on savings account: \$       .08 (June)  
Total funds available as of this meeting: \$15,138.77 (Checking \$11,698.71 + Savings \$3,440.06)

Report provided by Treasurer Diane Ebie is attached to these minutes.

-Lesla Carson requests a \$30 refund be issued to Dan Martin for his purchase of the Donated Turkey Banner. Banner had already been sold by Harold Mansfield to Camper Care.  
-Carolyn Eiermann asks that she be reimbursed for \$127.66 of her own money spent on Grade Day supplies. \$100 that was issued to her was used for start up and will remain in the cash box. Rhonda Lonneman made a motion to reimburse Carolyn; Pam Gardner seconds. Approved.

County Office:

-Carolyn Eiermann reports that Grade Day attendance was low, with little attention paid to RSVP protocol. (Ex. 37 photo projects registered, 6 of those RSVP'd and 0 attendees.) Judges and kids Were good. Fans were running to keep everyone comfortable. Committee will re-evaluate scheduling for 2019 to work around camp & Skill-A-Thon dates. Rhonda Lonneman suggests

contacting Summit Co. to inquire how they handle these issues.

#### Auction:

- Schrack family will donate chicken pen. "Jacob & Joshua Schrack" on banner please.
- Photographers interested in doing Champion pictures on sale days should contact Debi Heppe @ the Fair Board Office @ 330-325-7476 by Saturday, July 21. Pictures have been \$10/8x10, including a photo frame, need to be taken Wednesday & Saturday (sales), & ready to be given to buyers on Sunday.
- 2017 Market Hog members donated a percentage of their sales to the Livestock Building Complex or Scholarship funds. If any members plan to do the same in 2018 there are forms available at the Fair Board or Jr. Fair Board offices.
- Fran Mansfield has a family that would like to donate the sale of their turkey to benefit the Livestock Building Complex fund. The builder does NOT want that set-up because of the potential of taking sales from other 4-H members. Per Angie Kuchenbecker, the option to donate to the building fund AFTER a sale will be included on the sale card this year.
- Linda Kisamore reminds everyone that Market Livestock and W-9 Tax Forms are DUE TO THE FAIR BOARD OFFICE on AUGUST 7 by 8pm. All forms are available at the Fair Board Office.
- 21 kids applied for scholarships.

#### Barn Duty:

- Barn set-up is Saturday, August 11 @ 9am. Tim More & Dan Schrack are working on set-up plan. Tim asks Linda Kisamore about bleacher back requirements. Linda will verify at Fair Board meeting on Wednesday.

#### Cats

- No report at this time.

#### Cavy

- Diane Bishop reports there are 48 pens needed.

#### Cavy Showmanship

- No report at this time.

#### Cloverbuds

- Rhonda Lonneman is contact person. Fran Mansfield has forms.

#### Concession Stand & Fundraiser

- Karen Watson added Portage Porkers to the list. Karen answered Pam Gardner's request for clarification of Rough Riders Sunday schedule.
- Carolyn Eiermann reports that the Good Samaritan meal fundraiser was cancelled due to lack of

communication on their part.

- Health Department Certificate was not acquired for use during Good Samaritan fundraiser per Carolyn Eiermann. Tim More will verify with Diane Ebie that no payment was issued.
- Carolyn Eiermann reports that Grade Day fundraising profit was approximately \$15.
- Discussion about upcoming Skill-A-Thon fundraising/food booth had Carolyn Eiermann recommending that only snacks be served. It would cost SAC \$50 for the electric to make hot dogs that would be sold for a donation amount. Tim More asks about using a grill instead of Electric. Linda Kisamore explained that any arrangements using the fairgrounds need to be directed to Diane Wise; Linda will ask Diane to write up Fairground Usage Guidelines that would explain electricity usage and charges, grill restrictions, building expectations, etc. for future reference.
- Carolyn Eiermann asks committee to consider future food donations to attendees; pizza or hot dog per member in attendance. How many members attend vs are enrolled?
  - Carolyn Eiermann will have Concession Stand Donation List available at the August 13th meeting.

#### Costume Show

- No report at this time.

#### Fair Board

- Linda Kisamore reports that:
  - Fair Book are out.
  - Junior Fair Livestock Complex Donation Form will be available online. Flyers available at the Fair Board offices.
  - Kick-off celebration will be held on Saturday, July 21 from 3-5pm in the Agriculture Building (red barn) on the fairgrounds. There will be food (no cost/donated) and building information followed by a 5k race at 6pm. New complex area will be roped off to show actual footprint.
  - Linda asked Pat Allen about the possibility of involving Public Speaking 4-H members.
- Camping request deadline was Friday, July 6.
- Lesia Carson asked if the Fair Board was aware that multiple mailers were delivered to some families. Linda said that they were and are working to rectify that situation in the future.

#### Fun Show

- No report at this time.

#### Indoor Caged Birds

- No report at this time.

#### Pocket Pets

- Fran Mansfield asked about hedgehogs staying at the fair. Linda Kisamore responded that the Fair Board reiterated that Show N Go means just that; Show and Go, No exceptions. Hedgehogs

(or any other applicable animal project) is not permitted to be housed in the barn or on the fairgrounds during fair week, nor are they permitted to stay in the camping area.

#### Market Poultry

- Diane Ebie sent jobs list by email last week. (List attached to these minutes.)  
Extra chickens are needed to replace possible casualties during fair week.
- Turkeys aren't doing well this year. 79 pens registered. *Scratch Drew & Devin Piacilla from chicken & turkey projects.*
- Skill-A-Thon is Tuesday, July 17 from 6-8pm; Rabbits from 6:30-8pm. Set-up will begin at 5:30pm. Fran Mansfield asks for help. Pat Allen will bring the poultry kit that she has to Fran before Skill-A-Thon.
- Do NOT use DUNF forms from previous years.

#### Non Market Poultry

- Judge in process per Karen Watson & Pat Allen. 82 cages needed.

#### Rabbits

- 403 entries
- Skill-A-Thon Committee to meet following this meeting.
- Let chairperson(s) know about any adjustments to projects by August 1 or when they happen.
- Fran Mansfield made a motion that Chris Campbell order \$20 worth of Comment Cards; Carolyn seconds. Approved.

#### Showmanship

- Tim More reports that judge is confirmed.

#### Recognition, Ribbons & Trophies

- Fran Mansfield is placing trophy order on Wednesday. Karen Watson will supply a list of what's needed.
- Banners are done. Fran Mansfield will pick them up this week. Lesa Carson made a motion that Fran be reimbursed after paying for banners; Pam Gardner seconds. Approved.
- Sale Committee will reimburse 50% of the cost of Wing Bands this year. Pam Gardner made a motion that bands be purchased; Bonnie Marek seconds. Approved.
- Fran Mansfield reports that there were three (3) applicants for the Richard Mansfield Scholarship. Scholarship Committee will meet to decide the recipient.
  - This scholarship was extended to 11 years, vs the original 10, because there was no 2017 recipient.

#### Pen Judging

- Completed Pen Judging forms are due to the Pen Judging Committee the Monday of fair week.

(Page 17/18 Small Animal Committee Leader Book.)

#### Project Judging

- Complete project ribbon requests & forms are due the Monday of fair week.  
(Page 17/18 Small Animal Committee Leader Book.)

#### Reptiles

- 10 kids; 7 will be at the fair all week per Carolyn Eiermann.

#### Review & Evaluation

- No report at this time.

#### Rooster Crowing

- No report at this time.

#### Rules

- New Rule Book is available on line on the Fair Board's website.  
Lesa Carson shared Rule Book, Leader Book, Constitution & By-Laws by email on July 8.

#### Youth Reps

- No report at this time.

#### Old Business

- Dan Scharck inquires about barn screen. Executive meeting held on June 27 determined that a new screen would be ordered by Tim More from FarmTek for \$651 with S&H. There will be grommets every 2' that can have lag bolts screwed into them to secure; no wood needed as before. OK'd by Fair Board to install this way. Screen will be ready for installation in 2-3 weeks. Tim More, Dan Schrack & Dan Martin will install. Chris Campbell says she & Chuck will help if available.
- Karen Watson asks if CHICKEN cages can be used for all Non Market Poultry instead of rabbit cages that are not large enough. If there are not enough CHICKEN cages, can more be purchased? Dan Schrack & Tim More will look into sizes. 5 duck cages are also needed. Dan Schrack asks about going to barn to count cages to help determine what actually needs to be ordered. Dan Martin asks that cages be color-coded at set-up to coincide with bases, that are already color-coded. Rhonda Lonneman says she's found double cages, baseless, for \$48.25/ea. Angie Kuchenbecker made a motion to allow Tim More to order what's needed to house poultry; Bonnie Marek seconds. Approved. Tim & Dan Schrack will try to make time to count cages during Skill-A-Thon next Tuesday.
- Tim More spoke to Centerra and has secured a BOGO deal on shavings again this year. He recommends that we purchase 4 pallets. \$490.10 was spent last year for 4 pallets = 180 bales = \$2.74/bale. Rhonda Lonneman made a motion to allow this; Carolyn Eiermann seconds. Approved.

Tim will order and pick them up on August 11 for set-up. Dan Martin will help with delivery.  
-Fran Mansfield asks if Diane Bishop will do certificates & labels again this year. Diane says yes.

#### New Business

-Fair Passes to be purchased for:

Jeff Kline as a thank you for hauling poultry: 1-week pass

Great Lakes (Dan Schrack's employer) for PA system: 2 1-week passes

Tabled until August meeting to add and adjust.

-Fran Mansfield reports that 600 clean, empty cans have been donated to replace old cans used for food and water.

-Fran Mansfield has a list started for any advisors that would like to order a magnetic name tag at \$5/tag. First & last name, club?. Pay on delivery.

-4-H Awareness posters are due Sunday & Monday prior to fair to the front table.

-Booth reservations are due to the Extension Office by Wednesday, July 25.

#### Adjournment

-Pam Gardner made a motion to adjourn the meeting; Carolyn Eiermann seconds. Approved.

Meeting adjourned at 8:51pm

Minutes respectfully submitted by Lesa Carson, Secretary.

Next meeting is scheduled on Monday, August 13 at the fairgrounds.

#### Attachments:

Treasury Report

Proposed Barn Layout

Small Animal Barn Job Chart

Concession Stand & Barn Duty Schedule 2018 (Updated by Karen Watson 7-15-18)

PCRF flyer (Good Luck ads)

Treasurer's Report

July 2018

Beginning Balance	\$15,404.29	(11,964.31 checking, 3,439.98 savings)
Deposits	281.00	turkey purchase, showmanship poultry, rabbit trophies,
	998.00	Jr non-market poultry trophies donated turkey banner, entry fees
Checks	(150.00)	#1300 Paws N Claws (donated to show)
Interest	.08	interest savings acct June
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Ending Balance	\$16,533.37	(13,093.31 checking, 3,440.06 savings)

Issued 13 checks for camperships @ \$25 each = \$325.00

Issued check to Eagles Nest Poultry \$1,069.60 – sent note that I never received invoice for turkeys and geese yet.

Fran - Need campership letters for Julia Rach and Violet Reese

Notes added by Lesa Carson:

<i>*Ending Balance listed above</i>	\$16,533.37
<i>Minus 13 campership checks</i>	< 325.00 >
<i>Minus check issued to Eagles Nest Poultry</i>	< <u>1,069.60</u> >
<i>Available funds as of 7-9-18 meeting:</i>	\$15,138.77 (checking \$11,698.71 + savings \$3,440.06)