

MINUTES

Thursday, January 5, 2012

The Trustees of the Tulsa County Public Facilities Authority met at the hour of 9:00 a.m. at Expo Square, 3902 East 15th Street, Tulsa, Oklahoma at ExpoServe at Armory Hall, with the following members present: Chairman, Fred Perry; John Smaligo, Member; Karen Keith, Member; Daryl Woodard, Secretary Absent: Mike Spradling, Vice Chairman. Others present: Mark Andrus, President/CEO; Thomas G. Hilborne, Jr., Counsel; Teresa Clayton, Deputy Secretary. A copy of the Agenda was posted in the lobby of the Tulsa County Administration Building on January 3, 2012 at 3:12 p.m.

[Daryl Woodard signed the Oath of Office and Acceptance by Trustee to become a board member of the Tulsa County Public Facilities Authority – effective this date]

The meeting was called to order at 9:06 a.m. and the following business was transacted:

The 2012 BOCC Chairman, John Smaligo, submitted a letter to the TCPFA Board designating Commissioner Perry as Chairman of the Tulsa County Public Facilities Authority for calendar year 2012 effective this date.

Moved by Woodard, seconded by Smaligo, to elect Spradling as Vice Chairman of the Tulsa County Public Facilities Authority. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Keith, seconded by Smaligo, to elect Woodard as Secretary/Treasurer of the Tulsa County Public Facilities Authority. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Discussion of 2011 Tulsa State Fair IAFE Award Recognition (Amanda Blair & Brandi Herndon)

Communication Awards - Division 5

Best Advertising Campaign

1st Place:

- *Outstanding Newspaper Ad - Color Print*
- *Outstanding Promotional Advertising - Single Billboard*
- *Outstanding Promotional Advertising Non-Traditional/Out of Home Advertising*
- *Outstanding Printed Promotional Material Brochure/Flyer*
- *Outstanding Promotion Event*

2nd Place:

- *Newspaper Ad - Black & White*
- *Magazine Ad*
- *Point of Purchase Display*
- *Advertising Specialty/Souvenir*
- *Radio*
- *Integrated Publicity Case Study*

3rd Place:

- *Best Use of Social Media*

Competitive Exhibits Awards – Division 5

2nd Place:

- *New or Unique Strategy to Increase Competitive Exhibitors*

3rd Place:

- *New or Unique Class of Competitive Exhibits*
- *Interactive Competitive Exhibit*
- *Competitive Exhibits Judging with Guests in Attendance*

Agricultural Awards – Division 5

1st Place:

- *Agriculture Photo / Agriculture Series*
- *Overall Program for Competitive Agriculture Exhibitors*
- *Printed Material (not including exhibitor handbooks) Developed and Produced by the Fair to Promote Agriculture Program(s)*

2nd Place:

- *Special or Specific Ag Ed Event, Exhibit, or Program for Fair going Public*
- *Agriculture Photo*
- *Fair and Sponsor/Partner Joint Exhibit*

Moved by Woodard, seconded by Keith, to approve the Regular Minutes of the November 17, 2011 and November 18, 2011 Meetings. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to receive and file the October 2011 Financial Statement. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to receive and file the 2012 Operating Budget. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Keith, seconded by Smaligo, to award the 2012 Insurance Agreements as follows:

Carrier	Policies
StoneTrust	Worker's Compensation
Philadelphia	General Liability, Auto and Crime
Chubb	Property
Chartis	Director's and Officer's Liability

Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to approve Expo Square Regular Employee Benefit Program for 2012. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to receive and file the Inventory Resolutions. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to approve Addendum #1 for Waste Disposal Services. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Woodard, to award bid for Dirt Hauling Service to Hezinger's Construction, Inc. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to award bid for Livestock Feed & Bedding Services to Pete's Feed. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Keith, to award bid for Waste Disposable Services to National Waste & Disposal, Inc. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Smaligo, seconded by Keith to receive and file the Friends of the Fairgrounds, Inc., 2012 Action Plan following a brief discussion. The foundations director commented that the foundation has some new and great fundraising opportunities forthcoming. When asked what process is taking place at procuring Naming Rights for Expo Square facilities it was stated that it was on hold pending the approval of the FOF

Naming Rights Agreement. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Woodard, seconded by Smaligo, to ratify Facilities Lease Agreements, and Miscellaneous Contracts & Agreements (complete listings in President/CEO's miscellaneous file). Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

Moved by Woodard, seconded by Keith, to approve all claims, including payroll, and to ratify all handwritten checks (complete listing in President/CEO's miscellaneous file). Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

President/CEO's Activity Report:

- Budget reads clearer
- Tedford Insurance relationship
- "Thank you to the outgoing Chair" and "Welcome to the incoming Chair"
- IAFE Conference – TSF great exhibit space
- TSF Visitor's Guides gained lots of recognition

Chairs Report:

- Appreciation for Keith's position as Chair in 2011 and also to Smaligo for his Chair in 2010
- Kiwanis Club member gave him a Tulsa State Fair Livestock Exhibitor brochure from 1949

Moved by Keith, seconded by Smaligo, to adjourn the meeting. Upon roll call, Woodard, yes; Smaligo, yes; Keith, yes; Perry, yes. Motion carried.

The Chair adjourned the meeting at 9:41 a.m.

Chairman

Secretary