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## PENNSYLVANIA STATE ASSOCIATION OF COUNTY FAIRS

**MINUTES****SPRING MEETING**

APRIL 15, 2021 – 7PM

**ZOOM MEETING**

Sam Zaffuto called the meeting to order. Kevin Bieber led the Pledge of Allegiance and Karen Dobson offered prayer.

Roll Call - present were C Sherman Allen, John Berne, Kevin Bieber, John Blaney Jr., David Cowden, Roger Dirlam, Karen Dobson, Martha Ebersole, Tony Frazier, Beverly Gruber, Ben Haagen, Susan Hahn, Judy Kmetz, Jody Lambert, Craig Lash, Jana Malot, Shirley McIntire, Jeanne Miller, Sally Nolt, Jim Reed, David Reese, Harry Reffner, Debbie Stephenson, Glenn Stoltzfus, and Samuel Zaffuto. Honorary members John Lyon, David Halstrom Bruce Koppenhaver, George Witherite, Tom Murray. Members at Large – Tracy Barone, Laura England, Kerry Lange, Gala Higinbotham. Guest from PSSA Jeff Good.

MINUTES OF FALL AND CONVENTION MEETINGS – Harry Reffner

I had asked that minutes from our Fall, and Reorganization be printed down.

Harry asked if the minutes would be read. Sally Nolt motioned to suspend the reading of the minutes and approve, 2<sup>nd</sup> by Roger Dirlam, motion carried.

**TREASURER'S REPORT – Harry Reffner****1) Balance Sheet**

- a) Last year at this time our Balance sheet reflected a balance of \$336,393.43 in our 6 accounts. Currently our balance reflects \$278,592.37, approximately a \$57,800 decrease. Due to the lateness of the 2020 reimbursement to the Fairs, I did not issue due notices until the first week of April. Dues for 2021 as the Fair Dues report reflect will be \$47,265, which will reflect a \$10,500 decrease to last year at this time. Due to the low interest rate from our CD01 and its maturity date, I closed it and placed the funds into our Savings account, this can be seen in the two registers.

**2) Scholarship Register**

- a) The account continues to maintain a healthy balance with the lack of funds from the Spouse's program from Convention. The current balance of \$24,558 will allow us to fund 6 scholarships in 2021.

**3) Savings Register**

- a) Compared to last year this time the Saving accounts reflected a balance of \$215,962, currently \$208,773 an decrease of approximately \$7,000

**4) General Income/Expense**

- a) Due to economic conditions from 2020, we lost 69 associates resulting in a decrease of dues in the amount of \$4,485.

Despite the negative results given to us by the Pandemic, the Association is still financially sound.

I would ask for any questions regarding the reports.

Roger Dirlam motioned to accept the report, John Blaney 2<sup>nd</sup>, motion carried.

Reopening guidelines – Sam

Our Association and the Showmen's Association collaborated to create a plan to allow for the safe re-opening of the fair industry. It can be found on our Association's website. I trust you have all seen it and read it.

We worked with Milliron and Goodman and the Showmen's Association. I'd like to thank Jeff Good, president of the Showmen's Association; Kerry Lange from Milliron and Goodman; and from the Pa Dept of Agriculture thanks to Tracy Barone, Cheryl Cook, and Laura England for their help and support.

The plan highlights the **mandatory** requirements set forth for large outdoor events by the state of Pennsylvania and also presents "best practices" fairs should follow to help stop the spread of COVID-19. We have been told that the state will not issue separate guidance for fair events, which is what we hoped for when we started this project back in January.

This guidance supplements but doesn't replace state and local health and safety guidance. It is important to continue to monitor COVID-19 data and associated mitigation orders and follow the guidance for large events, which may be in effect at the time of your fair.

As I said, these guidelines contain the mandatory requirements set forth by the state of Pennsylvania. These requirements begin on page 2. **Please remember that these are not our rules, they are the governor's rules. These mandatory rules that are in effect today include three main issues...they are Occupancy requirements, Mask Wearing, and Social Distancing.** The re-opening plan includes details about these three issues. Hopefully, these regulations will be changed before fair time but there is no guarantee that this will happen.

Page 4 begins the Best Practices sections. Each fair will have to determine what they can do to help mitigate the spread of COVID. It will be difficult for many of our fairs to adopt many of these best practices. It is definitely a financial burden to make many of these changes. Just do the best you can.

Best Practices include Staffing, Medical Response, Physical Barriers and Pedestrian Traffic, Vendors, Cleaning and Disinfection, Restrooms, Communications, Food and Beverage Services, Livestock Events, Agricultural Exhibits, Carnival Midway, Entertainment, Transportation, and Special Days.

Just one comment... on page 12 under Livestock Events, it mentions "Show and Go". This is something that is available for this year only. If this is something that your fair is considering, I'm asking that you have a discussion with Tracy about it.

Fairs need to have a consistent message. Communication with the public will be very important. We need to tell our fairgoers what we are doing to keep them safe. You should dedicate one person who is designated to communicate and handle all COVID issues that may come up. It will be important to make sure everyone in your organization knows who that person is. All issues and communications should be handled by that person.

Everyone has to make their own decisions and establish their comfort level with dealing with any consequences. This is important both for fair associations and for fair goers.

Page 17 lists the resources that were used to develop this guidance. We relied on information from CDC, IAFE, the Pa Department of Health, and OABA. The last several pages include a sample website notice, posters and signs you can use to communicate what your fair is doing to help keep your fair visitors safe.

#### Report from the PA Showmen's Association – Jeff Good

I had reported 2 carnival operations going on the road. One has done 2 separate counties, another in Philadelphia proper. Happy to report 0 issues and 0 media inquiries. All 3 have been successful. Most Fairs will be later, I think we will be fine. 25 rides in the city of Philadelphia, no back lash. Thank you to Kerry, Tracy for the guidelines. Diligent with signage, stick with your plans.

#### Report from the Association Representative – Galla

We have lost a considerable number of associates, due to lack of work last year. I am hearing once up and running we will build backup.

#### Report from the Pa Dept of Ag – Tracy, Laura, & Cheryl

##### **FY 2020/2021 Fair Reimbursements**

The Fair Reimbursements have been processed for payment. Fairs should have received checks by now. If you haven't please reach out to Tracy.

##### **FY 2021/2022**

##### **Capital Improvement Matching Funds Grant Applications**

Assuming the FY 2021-2022 budget passes, will open the next round of applications in **May**. Applications will be collected online using the commonwealth's e-grants system. Applications are due June 30.

##### **FY 2020/2021**

##### **Capital Improvement Matching Funds Contracts**

The contracts for the FY 2020/2021 Capital Improvement Matching Funds are beginning to circulate out the fairs. All this year's contracts will be sent and signed electronically, so please be on the lookout for those emails. Just a reminder, both contract signatories must have Keystone Login IDs. Please reach out to Tracy if you feel you will need an extension of time to complete this work.

##### **FY 2019/2020**

##### **Capital Improvement Matching Funds Grant Extensions, Final Reports & Payment**

Payments to Fairs that submitted final reports for their FY 2019/2020 Capital Improvement Matching have been processed. All others have been granted an extension of time to complete their projects by June 15, 2021. If your fair feels it will not be able to meet this deadline, please let Tracy know as soon as possible.

##### **2021 Animal Health Regulations, 2021 Youth Fair Poster Contest & Friend of the Fair Awards**

The Animal Health Regulations for the 2021 Fair Season have been posted on the Fair Fund page of PDA's website. Tracy is working with the Bureau of Animal Health and PSACF to host two virtual meetings to discuss the 2021 rules.

June 1, 2021

**Friend of the Fair Awards Due** - Friend of the Fair Award nomination forms can be found on the PA Fair Fund page of PDA's website, or you can contact Tracy or Holly directly. It's important that your fair submit their award nominations to PDA by June 1.

June 30, 2021

**2021 Capital Improvement Matching Funds Grant Applications Due** via E-Grants

November 1, 2021

**Youth Fair Poster Contest Entries Due**

Contest rules and entry forms for the 2021 Youth Fair Poster Contest are on the Fair Fund page of the Department of Ag's website;

November 15, 2021 **Fair Reimbursement Applications Due**

Report from Legislative Consultant – Kerry Lange

#### Committee Reports

##### **Budget**

Will be meeting June 22 in Hershey.

##### **Auditing** – Kevin Bieber

January did an audit via zoom, planning on one in January at Convention.

##### **Animal Health** – Dr. David Reese

Tracy has touched on.

Pay specific attention to rabbits. If you have out of state rabbits coming in, certain Import regulations, you may want to touch base with PDA. Additional paper work for sheep and goats if going to slaughter. Swine requirements basically as last year but they may change. Swine fever spreading in foreign countries. They are determined to keep if out of the country regardless of the cost. Any questions get hold of your regional veterinary or PDA directly. Health rules are on the Association's website.

##### **Special Baking** – Karen Dobson

Packets are online. Fairs we asked to respond on a google form if they wish to participate. Plans are Fairs can run their contest at the time of their Fair, if not they can be ran at any time but not later than October 31<sup>st</sup>. If Farm show is canceled will determine where to do State Finals.

Egg Farmers -- Kevin

They are onboard with their sponsorship, with which way we proceed.

Question Ben Haagen – Auction of baked goods. Reply from Karen Kimberton has their own county health department. Disclaimer at Fair that the baked goods were not made in a certified kitchen she recommends to check with the State or County health inspector. Reply from Kevin according to State guidelines there is an exemption for non-profits not requiring baked goods to come from a certified kitchen.

##### **Fair Person** – Bruce Koppenhaver

Congratulations to John Blaney selected for the 2020 award. Thanks to Bev for the presentation. The website has the 2021 nomination form.

##### **Jr. Fair Person** – C. Sherman Allen

Brandon Suder was selected. Will get with committee to get the 2021 nomination forms. Thanks to Kevin for presenting the award during the Queen Program.

##### **Communications** – Martha Ebersole

Hope everyone has their fair should be awesome. Looking forward to the exhibits to see how fairs coped with the season. As your Vice President anything I can do please call me. Hoping to make it to fairs.

**Rooms** – Sally Nolt

Hopefully our Fall meeting will be in person and I will bring the list of rooms that I traditionally book. Hopefully we will have a convention.

**Seminars/Table Topics** – Kevin Bieber

Tuesday night we held a zoom meeting. Started a plan, have a bunch of people to contact. When it is all said and done will have a lot of good seminars. A list of 12 table topics they are pretty strong. Sticking to a list of 12 we will double up during the length of the Convention. Reminder table topics will be a verbal communication among the participants, no powerpoint. Moving forward with a youth program Saturday morning into afternoon. ½ price registration. 2 seminars in the morning will break for lunch and come back will have Family Feud for the youth. Some things are still in the works, moving ahead, hoping we will have a Convention.

**Showcase** – Sam Zaffuto

Not too much to report now. Hoping for a lot of associations to perform for us.

**Msgr. Mignot Scholarship** – Sally Nolt

Last year had a lot of great applicants, was difficult in selecting. Time to get the info out to your schools and newspapers.

**Queen Program** – Karen Dobson

Queen crowning was held last Saturday. Wanted to get the ladies their crowns and sashes. We have posted official form to invite the Queen to your Fair, PSACF continues to sponsor the mileage for the Queen or the alternate but not both. We did have a questions regarding changing the rules for age requirements. The Queen Board discussed the question, the Board unanimously voted not to change the requirements of 16 – 20 by June 1<sup>st</sup> of this year. With that decision I will be able to finish the packets and get out to the Fairs this weekend.

**Tourism Partnership** – Sally Nolt

I attended a virtual meeting last week. Have been doing a number of surveys. Things picking up for tourism. Restaurants and hotel have taken a horrible hit.

**Penn State Ag Council** – Jana Malot

Will be having a zoom meeting the 29<sup>th</sup>, as they have been meeting in the past. New Dean from Arizona has been on board since spring, originally from Pennsylvania and glad to be back.

**PA Farm Show Committee** –Kevin Bieber

Farm Show thanked everyone that participated in the virtual Farm Show. Amazed at number of people that participate in viewing. Duck camp was well received. Worked with Central Pa Food Bank and warehoused a lot of food 338,612 boxes of

food 7,000,000 pounds of food distributed, 2,000,000 pound sent to other food banks. PPE storage. Food Fest successful, scheduled for mother's day week end. Capitol Project going on scheduled to be completed 2022 new schedule September 2021. Improved signage.

**Judging School/Superintendents – Jana Malot**

With a year of no Convention I need to get back with Beverly to check certain topics that were popular. I want to get with Harry to send out to a request to Fairs if there are any new topics they would like to have. Need the line up soon to find people to do the schools. Different things going on with Animal Health want to see if that may come up from Superintendents as a topic.

Old Business

Karen – last meeting we had asked the Association for an additional \$800 for the Queen Program. Update \$400 was paid to the photographer. The other \$400 was a slush fund for mailings to the contestants. \$232.50 has been spent, most likely the remaining balance will be returned to the Association.

New Business

Hershey Meeting – Harry

Have 2 contacts one has responded with June 22<sup>nd</sup>, I am sure it will be acceptable with the other. 10am budget meeting, followed by the meeting with Hershey.

Good of the Association

George Witherite reported that Centre County Grange mailed a survey to the tenters and campers with a 75% replied. Only 1 camper and 1 tent could reply, the result was 85% want to have the Fair. Ben Haagen reported good response.

Roger Dirlam motioned to adjourn, 2<sup>nd</sup> by Sherman Allen, carried. Adjournment at 8:09.

Respectfully submitted



Harry Reffner  
Exec Secretary/Treasurer