



Maryland Department of Agriculture

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*Office of Marketing
Animal Industries and Consumer Services*

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Agricultural Fair Board

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Maryland Agricultural Fair Board Minutes November 8, 2018

The meeting was called to order by Diane Geary, Chairperson at 10:33AM at the Maryland Department of Agriculture Building.

Attendance

Board:

Jo Ann Cashman, David Cavey, Diane Geary, James Robert Moxley III, Connie Palmer, Hal Spielman, Daniel Mast

Staff:

Jessica O'Sullivan

Minutes of April, 2018

Motion to accept Rob Moxley and seconded by Hal Spielman to approve. Motion passed.

Reports by the Executive Secretary

The Secretary gave an update on the total number of after activity reports that have been submitted and those that have been paid or are in the process of being paid. It was also brought up which fairs or shows were overdue with their reports and which ones still had sometime before submitting their reports. At the time there were 4 reports that were overdue and each fair was contacted informing them to get their reports in. The four fairs that were overdue were Maryland Jr. Angus Association Show, Worcester County Fair, Thurmont & Emmitsburg Community Show, and Anne Arundel County Fair. There were some fairs that were processed that were late and that information was conveyed to the group and also included on the fairs budget report that was printed and handed out to the group. This year the percentages that we were able to cover for each fair as a group were higher than in the past with only a few fairs not getting at least 50% coverage. Mandated funds were addressed and paid out and the totals were added to the budget report for the board to see. The totals were based off of the total amount that came in and then divided into the percentages that each group is supposed to get. 1,377,543.06 was divided with Maryland State Fair receiving \$471,808.50 out of \$500,000, MAEF received \$70,806 out of \$80,000. The mandated funds were added to the overall budget report to show the board what they received in the past and what they are predicted to received in the future. There was an error on my end when I first started that Great Frederick did not have a cut but there was nothing needed to be done to correct the error it just went in Great Fredericks favor. The secretary does her best to make sure that the fairs turn their reports in one time with reminder emails, and even direct phone calls.

Updates

It was determined that the mandated funds go to the fair but then it is the fairs responsibility to pay it to the county. Some fairs were effected this year due to the rain leading to the fairs expenses not being as high as what we budgeted. The board would like to know when fairs reports are due so that they are also able to reach out to the fairs in that they may have more people to get hold of and have a more personal relationship. It was decided that an email would get sent out to the board letting them know when fairs and shows are close to their 45 day due date. We hate having to deduct any amount from the fairs and shows. One fair changed addresses and did not inform us but luckily everything was squared away. Jessica followed up with the directors of the FFA, 4H and MAEF asking when to expect their after activity reports so they are able to get paid. Fiscal year vs. calendar year is slightly confusing for some fairs and shows. Discussed the Ocean City Conference the board would appreciate if the whole convention was able to hear from the Fair Board and from the MDA. It would be nice if everyone could hear the updates such as during lunch or before dinner or something. The overlapping of the sessions was slightly annoying. Wish that some groups were able to present more than one time. Next year's conference will be held in Frederick County instead of Ocean City. If there is an ability to communicate with each fair and the conference would be great.

The regional meeting schedule was discussed with updates to each meeting date and if there were any changes to places and times. Linda Brown was later contacted to determine if she would like to continue meeting with two groups or if she would like some assistance from Danny Mast. Linda Brown informed Jessica that she was looking forward to meeting with both groups and let her know the dates and times she would be meeting. Danny Mast informed that his meeting would take place at St Mary's. Diane Geary was finally reappointed and we had some suggestions for the open position. I emailed those on the eastern shore to see if anyone would be interested. I received one email from a Zachary Evans stating he was interested but then sadly said he was not available. The appointment office has been contacted to see if anyone has applied for the fair board and the counties have been contacted to see if anyone has any suggestions. The board stressed the importance that the new member knows what to expect so that they will be able to attend the meetings.

The board decided that the Grant applications for FY20 would have a deadline of January 15th. The application was changed so that they would be able to look at multiple pages before having to submit them. It was asked to see if we could put a name on the applications. When the email is sent it has numbers not the name. Unfortunately, I was not able to change this so when an application comes in I send an additional email out to the board letting them know what fair is associated with what number. It was decided by the board that the grant agreements for FY20 will be done by me rather than Donna Hill. It was also decided that we should talk with Mark to see if Donna being my assistant is necessary. The board would like to see me just handle everything since it is now all digital. The board feels that it is not necessary for Donna to attend the Ocean City Conference. Later I was able to talk with Mark and we decided that Donna is not required for the fair board. The schedule was made and set for February 20th, March 20th and November 20th.

Upcoming Board Meetings

The next meeting will be February 20th at 10:00 A.M. at the MDA where we will discuss the regional meetings, the grant applications and update the fair budget. The other meetings will be March 20th and November 20th starting at 10:00 A.M.

Adjournment

Motion to adjourn was made by Hal Spielman and seconded by Connie Palmer. Chairperson, Diane Geary adjourned the meeting at 1:00P.M.

Respectfully Submitted by Jessica O'Sullivan Executive Secretary