Northwestern Michigan Fair

Board of Directors Meeting

April 14, 2022

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:01 pm.
2. **Pledge of Allegiance:** Led by Frank Guerin
3. **Roll Call:**
	1. **Board Members Present:** Joe Hubbell, Sonya Youker, Al Henning, Erika Sprenger, Milt Lewis, Cody Foster, Clarissa Johston, Karen Zenner, Tom Looks, Frank Guerin, Tammara Sanchez, Jill Duell, Caleb Hubbell, Carolyne Woodhams
	2. **Board Members Absent:** Mike Barley
	3. **Visitors Present:** George Champlin, Amanda Wilkins, Rose & JoAnn Bohrer, Susan Zenker, Robin Gildner, Ben Walker, Jennifer Emery, Kayce Caugh, Dean Domnoske
4. **Review Agenda:**
	1. **Motion 04.14.22.1:** T. Sanchez/ A. Henning made motion to approve April 14, 2022 Agenda. Motion Passed.
5. **Correspondence:** Tom received a call from Lenore Senter about Zone 5 communications and an upcoming Zoom call on May 2 or 4 at 6:30 pm. Tom will reply back to Lenore. Tom also received a call from a fact checker with AAA. They are compiling a list of events in our area over the summer and our fair is listed as one of them.
6. **President’s Report:** Wind is beating the grounds up this winter. We need to work on a lot of repairs.
7. **Treasurer’s Report:** Tammara reviewed the Treasurer’s report.
8. **Presentation & Approval of Meeting Minutes:**
	1. **Motion 04.14.22.2:** A. Henning/F. Guerin made motion to approve March 10, 2022 Meeting Minutes as written. Motion Passed.
9. **Public Comment:**

a. No public comment.

1. **New Business:**
	1. Tammara Sanchez:
		1. We are looking for someone for the summer secretary position. We will need an ad on Facebook for a new secretary position. Breanna has been accepted into her program and will not be returning. Maddy can help with some of the computer tasks but will not be available full time.
	2. Clarissa Johnston:
		1. Phone call from Lori Wells with the Bay Area Senior Association. They have groups that they have vendors with and would like to come out one day during fair (Senior Day) to bringing vendors for participants. She would like to find out if we have space for a day to accommodate a setup/presentation for the participants. Will be following up after defining the needs of the vendors
	3. Susan Zenker:
		1. Northwest Michigan Draft Horse Association. Decided they would like to move forward with a draft horse show and draft horses in the barn during fair. New officers on the board. Planning on a show on Sunday. Concerns of the new landscaping of cattle barn causing flooding last year. Hoping for fresh paint on the barn and conditions of permanent doors on the north side of the barn. Would like to utilize additional space of the barn especially if numbers of horses are up. Would like access to the arenas in the afternoons for exercise. Having an issue with the cost of liability insurance, that may be the hindering factor for this year.
2. **4H Livestock Council:**
	1. Kayce Caugh:
		1. Hannah Gathier – is the new dairy species chair
		2. Discovered they have a large sum of money, and they are looking to spend the Special Meeting Monday night at 6:30pm at Redeemer Lutheran Church in Interlochen. The topic will be asking for a maximum amount they are going to allow to be spend and what they want to spend the money on. Kayce is asking for $50,000 total but hoping to use approximately $30,000 of that amount to put into the poultry barn. Grooming chutes for the large beef, metal stanchions, and other misc. improvements. They cannot purchase permanent structures.
3. **Unfinished Business:**
	1. T. Sanchez:
		1. Saffire tickets quote. All ticketing would go through them, we would continue to use our PayPal processing. Saffire gets $1.00 per ticket, require a $7,500 minimum. They recommend us creating packages where patrons can purchase multiple tickets under the same packages. Would need inventory of each night to limit what is available to sell. We control when sales start and stop. We can advertise online ticket sales on Facebook and website. Safire has seen venues using this method sell out so we would not need tickets at the booths. We would need to get a MailChimp account which gives us 2000 emails to send reminders before the event. Once a ticket is used it cannot be scanned again because it has already been used and the patron has a wristband. The fees are added to the ticket when they are purchased online. Will have a committee meeting on this topic. **Motion 04.14.2022.3** F. Guerin/C. Woodhams motion to approve the necessary funds up to $3000 for the contract with Saffire for the 2022 Northwestern Michigan Fair. Motion Passed.
	2. T. Looks:
		1. T shirts – Move forward with Bay supply – need to get Gildan prices – that is what we want to go with. The previous Sport-Tek t-shirts are a definite no and there are concerns about Carhartt shirts being too thick/warm during the summer. Send as a text to the board group.
4. **Committee Reports:**
	1. Cody: Contracts are signed, got W9 forms back except truck pull guy
	2. Karen: Nothing
	3. Milt: Last Sunday was the first day of takeout for winter storage almost ¼ of campers gone, we will be here Saturday and then the following week.
	4. Jill: Will get with Tiffany for Project feed the Kids
	5. Tammara: Tickets and gates are covered. Will be attending a Veteran’s Coalition meeting with Frank to give them more information.
	6. Sonya: Nothing
	7. Al: Animal Health and Welfare meeting, updated heath plan. Will bring to Kayce with the Livestock Council after we all agree on it. Still looking or lodging for the judges. An Air B&B providing lodging – will need a letter from Tom.
	8. Erika: Lots of contracts coming in for booking events. Some people are talking about next year already. Fair week contracts still looking for a cleaner for the week. Waiting on contract for EMTs all others have been received.
	9. Tom: Premium finalized book out for print new and returning advertisements.
	10. Clarissa: One person interested in the queen candidacy already. Going to the participate in the Kalkaska Trout Festival, Mesick Mushroom Festival, Cherry Festival Thursday, and Saturday Parades.
	11. Caleb: Will get a committee meeting together to discuss the grandstand fencing. A few fences down in need of repair.
	12. Frank:
		1. Applied for the MDARD grant for the ground for $90,000 for a new rabbit barn. If approved it will increase the size of the barn, improved ventilation. Rough budget would be approximately $135k. We will know by May 6 if approved and we will have until August 2023 to complete all the work. We must match 50% of the amount that we are given.
		2. Looking at getting quotes for digital bingo equipment/software rather than getting our equipment repaired.
	13. Carolyne:
		1. Sponsors this year Bill marsh $2500, Lark Lawn & Garden instead of sponsoring will be setting up a tent with lawn mowers, Blain’s want to donate money for all of the trophies including animals, TBA Credit Union $500, Cherryland Electric gave $500 for Kids Day & $500 for the Pancake Breakfast, Yankee Boy donating of the food, Prairie Farms is providing all of the milk, Meijer needed forms which has been provided just waiting for their decision, Walmart/Sam’s Club waiting on amounts. Still looking for cash donations from Marijuana distribution stores. Talking with Tractor Supply for sponsorships. Will be dropping off additional sponsorship packets.
		2. Advertising meeting on Wednesday meeting with WTCM, talking to radio stations, will not be giving away tickets to the rodeo on Saturday night. Talked to BATA for busses and Dave Vanhorn about billboards around town. 9&10 TV wants to do advertising again.
	14. Joe: Nothing
5. **Adjournment:**
	1. **Motion 04.14.22.4:** A. Henning/ E. Sprenger made motion to adjourn at 8:28 pm. Motion Passed.