

Northwestern Michigan Fair

Board of Directors Meeting

May 12, 2022

1. **Call to Order:** Meeting called to order by Frank Guerin at 7:01 pm.
2. **Pledge of Allegiance:** Led by Sonya Youker
3. **Roll Call:**
 - a. **Board Members Present:** Sonya Youker, Al Henning, Erika Sprenger, Milt Lewis, Cody Foster, Carolyn Woodhams, Clarissa Johnston, Mike Barley, Karen Zenner, Tom Looks, Frank Guerin, Jill Duell, Caleb Hubbell
 - b. **Board Members Absent:** Joe Hubbell, Tammara Sanchez
 - c. **Visitors Present:** Amanda Wilkins, Rose & Jo Anne Bohrer, Mike Forton
4. **Review Agenda:**
 - a. **Motion 5.12.22.1:** A. Henning/C. Woodhams made motion to approve May 12, 2022 Agenda. **Motion Passed.**
5. **Correspondence:** Campers calling, rentals calling
6. **President's Report:** Frank 86 Days until fair. If you need help, ask. For the new rabbit barn, we have obtained the land use permit, soil erosion permit applied for, building code permit application is under review. We can demo the building to the point of a pavilion.
7. **Treasurer's Report:** Frank reviewed the Treasurer's report. Frank reviewed Tammara's email on Saffire online tickets. Tammara scheduling meeting with gates group for the first week of June.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 5.12.22.2:** C. Woodhams/E. Sprenger made motion to approve April 14, 2022 Meeting Minutes as amended. **Motion Passed.**
9. **Public Comment:**
 - a. No Public Comment.
10. **New Business:**
 - a. Erika Sprenger
 - i. Two horse clubs with shows coming in. One coming in over Memorial Day, other in July. They have typically use the Heiberlien arena for trail classes, but due to upcoming

construction projects, they have asked to use the grassy area between Zeke's Way, the practice area, and the horse barn. Would like to fence the area off. Erika will look at fencing we have on the ground to see if it is suitable to use in this area.

Motion 5.13.22.3: C. Johnston/A. Henning makes motion that the horse shows have permission to use our fencing, can use that area, provided they clean up after use. **Motion Passed.**

- ii. Request that electrical outlets in the horse barn can be lowered before rentals start. Building and ground will get this done.

b. Cody Foster

- i. Gentleman named Troy reached out regarding making chainsaw carvings during fair week. We would need to provide the wood and it would cost us \$500/day. He would make 5 items per day. The items would be able to be sold which typically make up for his cost. He would need to be here at least 4 days to make it worthwhile. Milt suggested Wednesday to Saturday. Frank said we would be able to fit him in, possibly just east of the office building. If there is a loss on the financial costs, it would come out of the Free Entertainment budget.

Motion 5.13.22.4: Cody / Carolyne Woodhams motion to bring in Troy for 4 days Tuesday to Friday at \$500/day and for us to sell the items on Saturday in a silent auction. The excess money will go back to the general fund. **Motion Passed.**

11.4H Livestock Council:

- a. Frank read correspondence from Kayce Caugh.
 - i. Reviewed Workbee dates and Livestock Council meeting dates.

12.Unfinished Business:

- a. C. Foster
 - i. Discussing online ticket sales with Tammara. Need to quantify how many tickets we should sell online and how many we should reserve for fair patrons to sell at fair week. Cody suggested selling half online and half during fair week. Grandstand capacity is 1993 people. After free tickets/sponsor tickets we half of the tickets to sell is 896 tickets. We will sell 1000 tickets online until midnight before the event, the

remainder will go back to the day of ticket bank. We will give 12 tickets to Dean's clean-up crew to use the same day.

b. T. Looks:

- i. T shirts –Bay Supply total is \$476.70 for 37 neon yellow director shirts and 1 blue polo shirt. Want approval before placing order to be transparent.
- ii. Saffire – DNS settings on website in place, email for tickets is set up, tickets are on the web, to be ready to go live we need to finalize a design layout, define sale starting dates, amounts to sell, finalize online ticketing fee but structure it to include the Saffire fee and credit card processing fee.

c. Clarissa.

- i. Lori Wells is here from BASA Bay area senior advocates. Multiple agencies are part of BASA. They are looking at how they can be involved with Senior Day at the fair. Years past they have held an expo at the Civic Center, but that has not been occurring since the start of Covid. They are looking for ideas how they can help. Clarissa suggested having a table and using the tent near the museum and Heim building. BASA would possibly pay for the Senior's entry to the fair, Veterans are free. We would need to keep track of the senior entrants to the fair at the gate. Clarissa will coordinate the number of tables and chairs with Lori. We will have to have shuttles available to assist if needed.

13. Committee Reports:

- a. Karen: Nothing to report will get with Kayce for animal registrations.
- b. Jill: Carlyne secured \$500-1000 from Pit Spitters. Also, will provide sunscreen, etc. for Kid's Day.
- c. Milt: Winter storage is good. Sponsors let him know if we get any so they can be added to the website.
- d. Carlyne: Advertising on 3 BATA busses totaled at \$1275. 9&10 to produce a 15 second add is \$400, 30 seconds is \$500, both would be \$700. Still deciding based on airplay and exposure. Talked to Tiffany at J&S Hamburg, breakfast money will be going to Project Feed the Kids, they will have people here to help and Cherryland Electric will also help. Checking with Walmart/Sam's Club and Meijer locally for

sponsorships. Will need blueberries for pancake breakfast, Mike B will look into acquiring these.

- e. Cody: Different group from the Grand Rapids area will be putting on the horse pulls this year.
- f. Sonya: Maxwell medals need to get information to her. Campground does have a camp host this year. He would like to use the Zero Turn mower, may help with the whole grounds. Possibly will help with the main restrooms on weekends on a separate contract from the Camp Host contract. Campers starting to come on to the grounds tomorrow 5/13. Still working on Ribbons.
- g. Al: There has been a 30-day stoppage of poultry exhibitions in the State of Michigan due to the Avian Flu. The closest case to us is in Wexford County. Judge contracts are coming in.
- h. Erika: First rental is this weekend. It is a 4-H Horse Bootcamp. Everybody has been sent the rentals calendar. Will resend to everybody. May 13th scouts are coming in looking for any job that needs to be done. May 25 is the Twilight show. Will be looking for people to help check on events this summer.
- i. Tom: ShoWorks has been updated on the front office computer. We have Mega Bands are available for sale. Premium Books have arrived and are ready to be distributed.
- j. Clarissa: Possible donation from Lowes for flowers for the Veterans Memorial and Heim building. The Fair Queen was at Mesick parade, Mancelona is next and Rapid City is possibly going to have an upcoming parade. We are accepted into the Cherry Festival Parade.
- k. Caleb: Buildings and Grounds meeting Saturday at 9:00 am. Water was turned on two weeks ago. Working with Milt and the ORV club contract for parking. We will need parking for the matinee rodeo show. Will contact Anytime Towing for towing during fair week.
- l. Mike: Lunch with volunteers for merchandise building to finalize what items we will be getting this year and then ordering it.
- m. Frank: Talking to Video King for video displays for Bingo - \$370 per year, we would get a software lease, we would need to provide a TV to use as a display and use the same ball picker that we have. Computer randomly generated ball pickers are not allowed in the state of Michigan. The display is operated by touch screen to display the number after the ball number is called out. If they provide the

computer, display, and software it would be close to \$3000 per year. Quotes from Lark Lawn & Garden, Ginop Sales for commercial grade mowers. Additional calls for additional quotes. Estimated cost is going to be around \$17,000. Vendors: Application is up on the website; the petting zoo will not be returning this year. Working on grouping all the food together, not decided on mulch path yet this year.

14.Adjournment:

- a. **Motion 5.12.22.5:** S. Youker/C. Woodhams made motion to adjourn at 8:48 pm. **Motion Passed.**