

# Northwestern Michigan Fair

## Board of Directors Meeting

June 9, 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:**
  - a. **Board Members Present:** Joe Hubbell, Sonya Youker, Al Henning, Erika Sprenger, Cody Foster, Carolyne Woodhams, Clarissa Johnston, Mike Barley, Karen Zenner, Tom Looks, Frank Guerin, Tammara Sanchez, Jill Duell, Caleb Hubbell
  - b. **Board Members Absent:** Milt Lewis
  - c. **Visitors Present:** Amanda Wilkins, Kayce Caugh, Roger & Tara Steffes, Rose & Jo Ann Bohrer
4. **Review Agenda:**
  - a. **Motion 6.9.22.1:** M. Barley/C. Foster made motion to approve June 9, 2022 Agenda. **Motion Passed.**
5. **Correspondence:** Joe H – We are switching fuel to Crystal Flash. Agreed to come to fair week as much as we need them. Will fill light towers. Carolyne – Volunteer/lifetime member Jerry Lown passed away. Tom will send a condolence card.
6. **President's Report:** 58 Days until fair.
7. **Treasurer's Report:** Tammara reviewed the treasurer's report. iPads are ordered will be here towards the end of June.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 6.9.22.2** A. Henning/M. Barley made motion to approve May 12, 2022 Meeting Minutes as amended. **Motion Passed.**
9. **Public Comment:**
  - a. No Public Comment.
10. **New Business:**
  - a. Joe Hubbell – Cody would like to extend the grandstand fencing to accommodate larger events. It would be approximately 72 ft to parking lot and 200 ft towards the existing fence corner. Proposal would be to install chain link fence with security/privacy slats in it. Apple Fence proposal is \$14,000 for the new addition including from grandstands, replacing some existing fencing, plus 2 8ft gates and a

man gate. We can use some of the required funds from the Building & Grounds budget. Long term the chain link is minimal maintenance compared to the wooden fence. **Motion 6.9.22.3:** Cody/A Henning made motion to spend up to \$14,000 to replace the wooden picket fence and to expand the grandstand area with chain link fence.

**Motion Passed.**

b. **Frank Guerin –**

- i. **Motion 6.9.22.4:** F. Guerin/M. Barley motion to spend up to \$1000 out of Bingo committee budget to cover the cost of new software and a new touch screen laptop to improve the bingo hardware. **Motion Passed.** The costs of \$370 per year for the software, laptop is a one-time purchase. The TV in the office will take place of the ball display. Frank will work with Tom on computer hardware.
- ii. New Zero turn mower for the grounds. A 72-inch mower deck was a requirement. Received multiple quotes from Ferguson's –(no 72 inch deck in quotes), Ginop Sales - \$16,600-16,700, Ellen's Equipment - \$15,500, Pioneer Diesel \$15,606. Kubota with rear discharge will suit our needs better than a mulch kit. The Massey tractor will be traded in to Ginop's. No motion needed and we will move forward with the proposal from Ginop Sales.

**11.4H Livestock Council:**

- a. Kayce Caugh:
  - i. Work bee on Tuesday 6-8:30pm, would like volunteers and will need a list of activities. Erika has a list of upcoming activities. Monday the 27<sup>th</sup> will be the next Livestock Council meeting. The Johnson Foundation is donating funds for fans and cupolas in the swine barn. Contacts for donations are on the Livestock Council website. Tom will send a thank you note. Please keep thinking of a list of future improvements. Need to think about storage of the new purchases to keep it protected. All registration numbers are up except horses.

**12.Unfinished Business:**

- a. Tammara Sanchez
  - i. iPads are ordered for tickets. We did not have any luck finding a secretary. There is a gameplan for Melissa, Karen, Tammara

to come in to collect and input registrations June 13-18, 4:30 – 8:00, June 20-23 4:30 – 8:00. Drop off at Livestock Council Meeting on Monday June 27<sup>th</sup> from 5:30-6:30 pm.

b. Joe Hubbell

- i. Al sent an email regarding first aid kits for animals from a Sandy Pyle. It goes against our health policy. It has been shelved for a while. We can instead use first aid kits to have in the barns. We will be ordering kits to have on the grounds.
- ii. Chief Bill looked at our AED. It does still work, but we need to remember to pull it inside for winter. Gt Metro purchased and donated new pads for the AED.
- iii. Rabbit barn update – footings are poured, frames are up, floor is poured. Metal is being ordered and is coming; copulas have been ordered for both Rabbit barn and Swine barn.
- iv. 186 Networks quote for a camera system totaling \$11,672.40. There is an existing grid of conduit on the grounds that can be utilized for this system. **Motion 6.9.22.5:** C. Foster/M. Barley motion to spend up to \$12,000 with 186 networks to install 12 cameras throughout the fairgrounds. **Motion Passed.**

**13. Committee Reports:**

- a. Carolyne: Advertising is going ahead with 9&10, same radio stations from last year, should start seeing BATA busses in the middle of June.
- b. Al: Animal Health and wellness Getting together with superintendents on veterinary calls during fair week. Still waiting on two contracts for Judges, some are a bit more than previous years. Fairfield Inn is assisting with lodging. Looking for a draft horse judge. MDARD sent email about Avian flu with no additional cases. Still waiting on official word.
- c. Caleb: Buildings and grounds Will be making a list of items that needs to be done around the grounds. Erika will put it on google.
- d. Sonya: Campgrounds - We have a campground host, she is also doing the bathrooms.
- e. Frank: Concessions – responding to voicemails, contracts are starting to come back, working on a layout.
- f. Cody: Entertainment is booked and signed. Will have a committee meeting before events for procurement of needed items.

- g. Tom: Ice – contacted John with Chillin’ Ice for pricing. 1000 bags, 3 ice chests, semi refer trailer. The cost will be more due to fuel prices, etc.
- h. Jill: Golf cart enforcement – Carolyn offered suggestions on stickers for all carts, need ideas for enforcement of handicap golf carts allowing them to use on the grounds within reason, possibly add an image of the authorized people to drive carts.
- i. Frank: Grants – MDARD grant we did not receive but are very thankful for the Johnson Foundation for the rabbit barn.
- j. Tammara: Hiring & Labor – No office secretary but we have a plan to cover the registrations this summer.
- k. Clarissa/Erika: Information Tent - We will need help with information tent during fair week. Point volunteers/anybody interested to Erika or Clarissa.
- l. Jill: Kid’s Day/Special Kid’s Day: Project Feed the Kids will be doing the lunch. We will need a \$1,500 sponsor for the lunch. Talked to Grand Traverse Bike will be donating 10 bikes.
- m. Mike B.: Merchandise is ordered. Shirts & sweatshirts, etc. with mixture of wording and Ferris wheel with animals.
- n. Museum: Milt has been calling volunteers but looking for additional volunteers.
- o. Tom: Off Season Promotions: No monster truck show due to conflicting schedules with rentals.
- p. Carolyn: Pancake Breakfast – Money going to Project Feed the Kids, Yankee Boy is ordering most of the other supplies.
- q. Clarissa: Parade – Thursday in Cherry Festival parade as a co-unit with the 4H on July 7<sup>th</sup>, all of us are required to walk in it. We can hand out trifolds. Saturday parade will be the queen only.
- r. Tom: Memorial Wall – Name plates are on order with Maxwell Medals awaiting artwork.
- s. Caleb: Parking – ORV club is working again this year.
- t. Carolyn: Passes and Registrations – Giving away tickets for events except the rodeos. If passes are needed let Carolyn know how many are needed. Passes will need to be distributed through Saffire ticketing system.
- u. Tom: Premium Book – it is not perfect. There are issues we will need to work through this year.

- v. Clarissa: Queens – Should start getting applications with registrations on July 1<sup>st</sup>.
- w. Erika: Rentals & Contracts – Reviewed calendar of events going on this summer. There is interest in an open ride night.
- x. Sonya: Ribbons – Ribbons are ordered.
- y. Tammara: Tickets and gates meeting on 13<sup>th</sup>, and the 22<sup>nd</sup> for contracts.
- z. Al: Veteran’s Memorial – Frozen custard is ordered. Need a signer for the national anthem.
- aa. Carolyne: Sponsorship – Has been talking with local car dealerships, still working on Meijer, Blain’s Farm & Fleet.
- bb. Carolyne for Milt: Website - Let Milt know of sponsors to be added to the website. Promotions on Facebook will be started soon.
- cc. Frank: Safety & Security –

**14. Adjournment:**

- a. **Motion 6.9.22.6:** C. Foster/C. Woodhams made motion to adjourn at 9:00 pm. **Motion Passed.**