

Northwestern Michigan Fair

Board of Directors Meeting August 18, 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, Milt Lewis, Cody Foster, Carolyn Woodhams, Clarissa Johnston, Karen Zenner, Tom Looks, Frank Guerin, Tammara Sanchez, Jill Duell, Caleb Hubbell
 - b. **Board Members Absent:** Mike Barley
 - c. **Visitors Present:** Kelly Saxton, Amanda Wilkins, Kayce Caugh, Dorothy Fritz, MaryLynn Robertson, Kelly Stockfisch
4. **Review Agenda**
 - a. **Motion 8.18.22.1:** C. Foster/A. Henning made a motion to approve August 18, 2022 Agenda. **Motion Passed.**
5. **Correspondence:**
 - a. Tom – Shared buyer’s letters from Ella Walter and Ed Walter, and a thank you note from Lyla Hansen. Also, a letter from Gillison’s.
6. **President’s Report:** Thank you for a great year, it was successful and uneventful. This has been the smoothest fair in the past 6 years because of all of you. 353 days until fair.
7. **Treasurer’s Report:** Tammara shared the checking account register and treasurer’s report.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 8.18.22.2** A. Henning/F. Guerin made a motion to approve minutes with amendments Tom suggested from July. **Motion Passed.**
9. **Public Comment:**
 - a. No public comment.
10. **New Business:**
 - a. Cody Foster – Brian helps us with dirt work during fair week to make sure tracks are built and ready for the next event. Cody proposing to donate \$1800 to Brian for the time spent during fair week. **Motion 8.18.22.3** C. Johnston/E. Sprenger made a motion to pay Brian \$2000 for time spent in the grandstands before and during fair week. **Motion Passed.**

- b. Joe Hubbell – Kevin Mack was the volunteer at the pit gate. Joe suggests we give him a little extra for his consistent efforts and put an amount in his name to the hockey association. Frank added that fuel cards would be suitable because his kid's hockey fees are already paid for. Also, asking him to return next year in a different role, for example a dedicated Vendor shuttle. This topic is tabled until we hear if his son's fees are paid in full or outstanding.
- c. Carolyn Woodhams –
 - i. Charlie Brown asking if the radios used in the parking lot are available for use. Per Joe, he can use them.
 - ii. Reviewed By-law Change Proposals for Annual Meeting Ballot –
Vote Results: Yes – 7, No – 7. Votes fails.
 - 1. **Original:** Article 1 Sec. (2) The purpose of this Association is to host the annual Fair and to celebrate agriculture and related programs within the Grand Traverse Region.
(11/2012) **Part to be added: The Association will highlight the youth raising livestock in the region by hosting youth livestock shows and a livestock auction during the annual fair.**
 - 2. Article V- Committees: Sec. 6 (This would be new) **Youth Livestock Committee: The 2nd Vice President shall chair the Youth Livestock Committee and be assisted by a "Livestock Board" made up of community members that have a vested interest in the livestock portion of the annual fair. The Youth Livestock Committee shall be responsible for coordinating and overseeing the youth livestock shows and youth livestock auction that take place during the annual fair. The Youth Livestock Committee will operate under the guidelines set forth by the Policies and Procedures of the Northwestern Michigan Fair.**
 - 3. Article VII – Duties of Officers: Sec. 5 (This would be new) **2nd Vice President: The 2nd Vice President shall oversee all portions of the annual fair related to the showing and selling of livestock. This includes, but is not limited to, overseeing all livestock superintendents; livestock barn set up, clean up, and tear down; execution of livestock shows and auction at the annual fair; and maintaining**

policies and procedures that govern the showing and selling of livestock at the annual fair.

11.4H Livestock Council:

- a. Kayce Caugh – Smoothest fair we had in a long time, 339 animals went through the auction totaling \$1,000,784 taken in through the auction. Last year we were just shy of \$900,000. The issue with loading of goats has been addressed. Next Wednesday at 6:00 PM a small crew of kids will be here to tear down of swine, large beef and poultry pens. Johnson Foundation was out and were talking about specific projects they are interested in paying for next year. Haberlein Arena sound system wiring is very brittle and needs assistance.

12. Unfinished Business:

- a. Joe Hubbell – executive session after this meeting.

13. Committee Reports: Committee reports and activities were reviewed, and suggestions were made for future improvements.

- a. Standard operating procedures for volunteers at the gates, information tent. Emergency procedures.
- b. Superintendents due for election this year are Sheep, Poultry, Horses, and Llama. October 1st is when all applications for superintendents are due.
- c. Buildings and Grounds: We will have a committee meeting within the next few weeks to address some issues with the food booth. Getting prices on new water heater. Toilets and issues in shower room in the bathrooms. Drainage issues of draft horse barn. Joe will figure a price to pour concrete in the spring, Erika will get volunteers together to help tear down stalls.
- d. Campground: We will have a busy weekend. There is a BMX show this weekend. A wedding is camping near the Fitch building.
- e. Concessions: Great week, Frank will get Carlyne a list of vendor winners for indoor and outdoor vendors. A few vendors are already returning for next year. Frank will follow up with Tammara to purchase two of the trash hoppers for a total of \$2800.
- f. Convention: Registration packet should be coming soon.
- g. Entertainment: Overall it went well there are some things for improvement, also had some complaints about online ticket sales, the Matinee Rodeo possibly should have a lower price. The weather did not help all. May want to visit going back to one rodeo show.
- h. Fair Week Entertainment: It went well beside from John getting Covid-19. He got a different entertainer to fulfill the contract and the

replacement (BJ) did very well. Chainsaw carver did very well, profits from carving sales are over \$1600. Cody would like to get raffle tickets for next year and sell tickets at the information tent for 3-4 items.

- i. Fair camping: Karen would like to get a \$100 gift card to give to Mary Lynn Robertson. Other items are going to be tabled until final numbers come in.
- j. Ice: 380 bags were returned, waiting on final invoice. We may want to look at further if it is worth continuing selling ice in future years.
- k. Finance committee will be meeting September 15th at 7:00 PM to discuss the budget.
- l. Golf Cart Enforcement: We need to make it clearer that golf carts are not allowed to leave the grounds into the large parking lot. We need to look at more restrictions on types of golf carts as far as speed. Next year use stickers with larger stickers with numbers on them to identify golf carts.
- m. Information Tent/Volunteers: BASA group would like to expand their events/activities for next year. Karen will work with Tammara to give Laura \$499 for her time she spent volunteering in the information tent.
- n. Kids/Special Kid's Day: Al suggested getting Angie to write down what she does for Special Kid's Day so that anybody that walks into the committee knows what is going on in the future. Jill would like to see more of the queen candidates interacting with the kids rather than staying up front checking in the kids.
- o. Museum/Historical: Agnes Arnold gave a total of \$800 towards the museum in memory of Ivan Arnold. We received a lot of compliments.
- p. Non-Animal Superintendent: Found a few more leaks in the building this year, no projects were damaged by the rain. Received a lot of compliments on exhibits.
- q. Pancake Breakfast: Approximately \$4600 sent to J&S Hamburg for Project Feed the Kids and the sponsors are returning next year.
- r. Parking: Thank you all for the help, we have ideas for improvements next year.
- s. Queen: Current queen has been to 3 places already this week plus additional events planned in the upcoming weeks.
- t. Rentals & Contracts: Let Erika know if there are any comments about anything that was rented during fair week, already have received some regarding radios and golf carts. TC Golf carts would possibly like to have a vendor booth next year and advertise in the premium book. J&J Sport Shows wants to rent the whole grounds next year, the event

would be a Homesteading Fair, bringing in vendors, camping, etc. Erika will pass on that the grounds is available 2 weeks after our fair. We have rentals every weekend until we start winter storage.

- u. Safety & Security: Few incidents regarding missing kids, gates were shut quickly, and received a lot of compliments regarding our procedures for missing children. No major issues for Blair EMS.
- v. Sponsorship: Many sponsors that we had this year are looking at returning for next year. Next year names are not going anywhere until we get paid first.
- w. Veteran's Memorial: Went very well, Veteran's Coalition will assist with a speaker system for next year.
- x. Website: Ticket sales not available currently on the website.
- y. Winter Storage: We still have a waiting list.

14. Adjournment:

- a. **Motion 8.18.22.4:** A. Henning/S. Youker made motion to adjourn at 9:17 pm. **Motion Passed.**