

# Northwestern Michigan Fair

## Board of Directors Meeting

January 19, 2023

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:03 pm.
2. **Pledge of Allegiance:** Led by Joe Hubbell.
3. **Roll Call:**
  - a. **Board Members Present:** Joe Hubbell, Sonya Youker, Al Henning, Erika Sprenger, Milt Lewis, Cody Foster, Carolyn Woodhams, Clarissa Johnston, Mike Barley, Karen Zenner, Tom Looks, Frank Guerin, Tammara Sanchez, Jill Duell, Caleb Hubbell
  - b. **Board Members Absent:** None
  - c. **Visitors Present:** Jesse & Heather Heuser, Todd & Nicki Brown, Jo Ann and Rose Bohrer, Amanda Wilkins, Duke Elsner, Nancy VanderStel, Rosali Collier, Kelly Saxton, Mary Lynn Robertson, Jayna Emery, Melissa Zenner, Kathy Easter, Kelly Stockfisch
4. **Review Agenda**
  - a. **Motion 1.19.23.1:** M. Barley/A. Henning made a motion to approve January 19, 2023 Agenda amended. **Motion Passed.**
5. **Correspondence:** One correspondence museum item talked with milt.
6. **President's Report:** 199 days until fair.
7. **Treasurer's Report:** Tammara went over the treasurer's report.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 1.19.23.2** A. Henning/M. Barley made a motion to approve minutes from December 8, 2022 meeting as written. **Motion Passed.**
9. **Public Comment:**
  - a. No Public Comment
10. **New Business:**
  - a. GT Kennel Club – Erika read email from GT Kennel Club dated 1/13/23. Abbreviated, the June 2023 show will be cancelled.
  - b. Tammara Sanchez –
    - i. Online registration, Melissa has offered to input everything into ShoWorks for the Online Registrations. There is a fee involved for us to do online registrations, it would be less than \$399. We would need to print fewer premium books. Tammara would like permission to move forward with it. No motion required. Tammara will call ShoWorks and get the online registration

option turned on. Tammara will get a count on how many iPads are needed and would like to purchase 5 new iPads at a total of \$1700 at the most. This will be a future discussion.

- ii. Items needed for the barns come out of the Buildings and Grounds budget. Tammara would like the individual Barn Accounts to go away and be replaced by a set dollar amount each year. The set dollar amount for items that can be spent by the superintendent for that barn. Kelly Saxton asked a question regarding a motion that was passed at a previous annual meeting, regarding pen fees. Meeting minutes from the November 2018 Annual Meeting were reviewed referencing Motion 11.7.19.4: Passed at the Annual Meeting. Kelly Saxton/Laura Guerin made motion for \$10 to go toward the Swine Barn and \$5 go to the Fair for the following 5 years. Will be revisited in 2024.

c. Al Henning –

- i. Goat Superintendent opening was posted Jennifer Emery resigned. Jennifer recommends her daughter Jayna to fill the opening. February 1 is the deadline for the applications.
- ii. Al received and forwarded a proposal for a Lamb Showcase. Al asked Nancy VanderStel to review her proposal for a Lamb Show during an open day in June. The show would be run through the fair for accounting purposes, some needs would include a sound system, office supplies, tables and chairs, volunteers. The fair would be the host and Nancy would take care of the set up of the classes, etc. Nancy believes there would be enough interest to have approximately 50 lambs participate in the show and would be able to get a judge for the shows. June 17, 18 and 24 are currently available weekends. Nancy was asked to get feedback on interest and the cost of a judge and return during next month's meeting.

**11.4H Livestock Council:**

- a. Nicki Brown – They are in need of a swine species chair. Steer numbers 99 including duplicates possibly in the 70s. Education Expo at the GWL March 5 all day. Currently working on a schedule for the event. Asked for Fair board members to attend the Livestock Council meeting to provide Fair board updates. 6:30 pm on the first Monday of the month at the church in Interlochen.

**12.Unfinished Business:**

- a. Tammara Sanchez –
  - i. Would like to see an in person meeting next December so we do not lose convention checks again.
  - ii. Would like to take \$50,000 from our MMA account and apply it to our loan as a principle only payment. This will be discussed again during next month's meeting.
  - iii. Would like to move forward with gas cards or hockey for Kevin Mack for his assistance during last year's fair. Frank suggested gas cards. **Motion 1.19.23.3** E. Sprenger/A. Henning would like a motion for \$200 in gas cards to be given to Kevin Mack. **Motion Passed.**
- b. Jesse Heuser
  - i. We presented website a few months ago and would like to see if we wanted to move forward with it. The fair would get 18-20% of the sales from the website. Jesse Heuser shared a proof of a coin to raise funds for the fair. The coins cost approximately \$8 to produce, the fair would get approximately 33% which would equal \$5. The website Jesse proposes would be a year long fundraising item, and we would still be able to sell our own merchandise. The fair would need to add a link to their website. Jesse would be earning approximately \$1-1.50 per item sold. There is no cost to the fair, Jesse and Heather pay for the site hosting for a year and recuperate the cost through the sale of the items. This will be going to the merchandise committee and then brought to the board.

### 13. Committee Reports:

- a. Milt – Museum is all good. Winter storage is 99.9% full. Milt attended the ADA class at convention. For the website, Tom and I found we could get a grant from MDARD for equipment updates. Tom shared costs from Byte Productions to refresh our website. The website has a budget of \$500, some funding could be moved from office supplies and the equipment purchase that we saved on. **Motion 1.19.23.4:** T. Sanchez/C. Foster makes motion to use \$1,200 to update the website. **Motion Passed.**
- b. Tammara – Went to the volunteer class and received an email from IAFE and will forward to all board members. Tammara is working with Jill on the Ticket & Gates Committee.
- c. Mike – Nothing to report. Went to a few classes. Tom has the program from the security class attended and thinks it would be good to do.

- d. Al – Went to a few classes on animal health and will disperse information among superintendents. Al will be getting a judges list out to superintendents.
- e. Caleb – Nothing to report. Joe did receive a quote from Cherryland Electric at \$3.51/foot for a spool of wire. The wire is in stock and as soon as we receive an invoice and pay with a check we can pick up the wire. We have approximately 1,250 ft of wire that needs to be replaced. One spool will be enough to leave us extra for future needs.
- f. Carolynne – Shared screen with notes from convention workshops including an ADA Accessibility class on Service animals vs Emotional Animals. Would like to see us join IAFE, GT Chamber of Commerce.
- g. Frank – Vendors, spoke with United Tractors (TYM Dealer) and would like to do a demonstration for potential customers during the fair this year. Meeting with Arnold's regarding occupying the space next to the old food booth. That space is going to Hunter Burmeister this year. We will be talking with Arnold's at this year's fair regarding an exclusive on popcorn. Keep an eye out for a second tv for the Bingo tent. Frank will be meeting with Jennifer Berkey on grant opportunities to try to meet the application deadlines. Frank will follow up with Clarissa on the camper for the Queens and possibly trade for display space this year. There is no Department of Ag. requirement for food vendors to be housed out of a trailer.
- h. Cody – Went to several classes at convention and learned quite a bit from the entertainment round table. Free Entertainment is nailed down, chainsaw carver, and shelly. We do have contracts signed for entertainment for every day of the week. There will be a separate meeting for an issue with entertainment.
- i. Karen – Did not get much out of the several classes that were attended. Went to the online ticketing and general session.
- j. Erika – Working on Fair contracts for vendors. Please get special requests to Erika. We do still have a few weekends available. The Knot reached out to us to see if we wanted to advertise with them. Joe asked for everybody to assist with events at the weekend since we are going to be busy almost every weekend.
- k. Jill – Nothing to report.
- l. Tom – Briefly shared highlights from the High-tech fairgrounds, Security planning, online ticketing classes at convention. Started working on the Premium Book. Asked for last minute changes to be emailed for the book.

- m. Sonya – Campground is taking reservations already. The campground opens May 12. The Camp host is hoping to return this year.
- n. Clarissa – Attended classes on the homemaker program. Currently no fair has stepped up to host the State Homemaker of the year program. Was wondering if we would be willing to host again this year and then next year another fair would take over. Not many northern fairs have a Homemaker of the Year program. Laurie Wells with the BASA program from last year is interested in participating again this year and possibly trying to get volunteers for the whole week.
- o. Joe – Attended a few classes. Carlyne and Joe ended up in the Embezzlement class and taught the class. There are many fairs out there finding they are having, had or suspect they have embezzlement cases. We did receive our final restitution check.

14. **Meeting Location:** Next month we will meet via Zoom for the February meeting.

15. **Adjournment:**

- a. **Motion 1.19.23.5:** A. Henning/M. Barley made a motion to adjourn at 8:49 pm. **Motion Passed.**