

Northwestern Michigan Fair

Board of Directors Meeting

December 9, 2021

1. **Call to Order:** Meeting called to order by J. Hubbell at 7:03 pm.
2. **Pledge of Allegiance:** Lead by F. Guerin.
3. **Roll Call:**
 - a. **Board Members Present:** Joe Hubbell, Mike Barley, Frank Guerin, Cody Foster, Al Henning, Jill Duell, Karen Zenner, Tom Looks, Erika Halvorsen, Milt Lewis, Sonya Youker
 - b. **Board Members Absent:** Clarissa Johnston, Carolyn Woodhams, Tammara Sanchez, Caleb Hubbell
 - c. **Visitors Present:** Amanda Wilkins, Kayce Caugh, Barb Edgecomb, Rose & JoAnn Bohrer
4. **Review Agenda:**
 - a. **Motion 12.09.21.1:** A. Henning/ M. Barley made motion to approve December 9, 2021 Agenda. Motion Passed.
5. **Correspondence:** Tom reviewed multiple donations for the Julie Nowland fund and a Christmas card from Unique Motor Sports.
6. **President's Report:** No president's report we are early in the year.
7. **Treasurer's Report:** Joe reviewed the treasurer's report.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 12.09.21.2:** A. Henning/E. Halvorsen made motion to approve November 11, 2021 Meeting Minutes as written. Motion Passed.
9. **Public Comment:**
 - a. JoAnn Bohrer stated that she and Rose Bohrer will be attending the Horse Show Annual Conference and inquired if the NWMF would be sponsoring them. The NWMF agreed to sponsor their attendance for the Horse Show Annual Meeting.
10. **New Business:**
 - a. **T. Sanchez/J. Hubbell**
 - i. It is time to renew our agreement with Intrust CPA, Joe reviewed a proposal from Intrust CPA. Proposed fees for tax and accounting services beginning November 2021. Annual tax preparation \$875, IRS 1099 Form \$95, additional fees by the

hour. **Motion 12.09.21.3:** C. Foster/M. barley made a motion to accept the Intrust CPA contract through next year 2022. Motion passed.

b. Milt Lewis

- i. It is time for security cameras on the grounds. The last time Milt, Sonya, and Joel were here putting stuff away, 3 kids jumped the fence and claimed to be looking for a cell phone. Joe suggested revisiting this item next month, we can get more pricing from 186Networks.

c. Cody Foster:

- i. Milt and Cody received quote on larger trailer mover. Would like to modify it from the standard production item so you can more easily see the hitch. Total would be approximately \$1,350, it would attach to the quick attach on the tractor. It would be able to be used to move 5th wheel trailers during winter storage operations.

11.4H Livestock Council:

- a. **Kayce Caugh:** All registrations are open. Spread the word to register now for all animals. Megan Town is filling the treasurer's spot. The Deputy Treasurer position is now open and will be posted on 12/9/2021. Thanked everybody for attending the ethics committee, hope we can continue to move forward, there are still questions to be addressed. Thanked everyone for donating food for luncheon, Lori will be writing thank you cards personally.

12.Unfinished Business:

- a. **J. Hubbell:** Joe spoke with prosecuting attorney, Judge ordered Jillian to write the check to the fair. Instead, it was sent to the court. The court sent it back, it has been released to us, but we still have not received it. Expressed displeasure with the outcome of the investigation and sentencing. Prosecuting attorney took the plea deal to Jillian, it is normal process for first time embezzlement cases. Normally the defendant does not receive jail time. Joe did contact Dan Hubbell about further actions, he turned us over to another lawyer due to conflict of interest.

13.Committee Reports:

- a. **Mike:** None
- b. **Frank:** None

- c. **Tom:** None
- d. **E. Halvorsen:** Only 4 weekends available for rentals. Almost all weekends are booked for the summer. Tallie Cook with 4 Seasons Equine would be interested in donating/setting up a board for the horse shows. Erika will put together a flyer to show where the participants can and cannot go. Screams in the Dark contract is still under review.
- e. **Al:** None
- f. **Sonya:** None
- g. **M. Lewis:** Sending cards to museum volunteers. Approximately 200 units stored for winter storage. Thanked
- h. **J. Duell:** Joe is going to get Jill in contact with Angie Holmes for Kids/Special Kids Day. J&S would like to come back again this year.
- i. **Karen Zenner:** None
- j. **Cody Foster:** Jon LaChance will sign a contract for free entertainment at fair this year. He will be at convention.

14. Adjournment:

- a. **Motion 12.09.21.4:** M. Barley/ A. Henning made motion to adjourn 7:38pm. Motion Passed.