

# Northwestern Michigan Fair

## Board of Directors Meeting

July 22, 2021

1. **Call to Order:** By Joe Hubbell at 7:04pm
2. **Pledge of Allegiance:** By Sonya Youker
3. **Roll Call:** By Carolyne Woodhams
  - a. **Board Members Present:** Joe Hubbell, Milt Lewis, Al Henning, Sonya Youker, Mike Barley, Karen Zenner, Frank Guerin, Cody Foster, Tom Looks, Caleb Hubbell, Tammara Sanchez, Erika Halvorsen, Clarissa Johnston, and Carolyne Woodhams
  - b. **Board Members Absent:** Joe Babik
  - c. **Visitor's Present:** Dale & Dorothy Fritz, Rose & Jo Ann Bohrer, Kayce Caugh, Nicki Brown, Roger & Tara Steffes, Amanda Wilkins, and Keri Bancroft.
4. **Review Agenda:** **Motion 7.22.21.1:** M. Barley/ A. Henning made motion to approve July 22, 2021 Agenda.
5. **Correspondence:** Buyer letter from Kelsey Bott.
6. **President's Report:** 16 Days until Fair. The Grounds are looking great! The upgrade for Arnold's power will happen this weekend. Will also do some other odds and ends that need to be done. If you have any last minute items, please let someone know.
7. **Treasurer's Report:** Printed out the Check balance and will pass it around.
8. **Presentation & Approval of Meeting Minutes:** **Motion 7.22.21.2:** A. Henning/ M. Barley made motion to approve July 15, 2021 Meeting Minutes.
9. **Public Comment:** None
10. **New Business:**
  - a. **J. Hubbell:** Was contacted by Nate Alger from Grand Traverse County the vaccination tent issue came up. Joe told him the fair decided to stay neutral. He asked if we would be willing to host a "thank you" for the community. During the Saturday night meeting, we have given away items. Joe would like police officers to be here to give them out. Call from Steve Plamondon about the mixer in the food booth. Steve said that the Fair can use the mixer each year for the Pancake Breakfast and they will take it back after.
  - b. **T. Looks:** Last couple days Tom has been going back and forth with 186 Networks about internet on grounds during the Fair. \$2785 for the equipment and labor. Including the Haberlien building (Auction Day) is \$3245. Tammara had questions about the monthly bill and Joe said we could shut it off after the Fair so we are only paying for the 1 month of use. **Motion 7.22.21.3:** F. Guerin/C. Johnston made motion to move to issue a contract to 186 Networks \$3245 for internet on the grounds per the proposal and monthly operation costs. The Livestock Council has agreed to pay the difference of \$2785 to \$3245. P.
  - c. **E. Halverson:** Northern Michigan Association of Western Horse Clubs has asked for footings in the Open Horse Barn. Molon has offered to put new footing in the horse barn so Saturday July 31<sup>st</sup>. They would like to raise money for a new horse wash rack.

#### 11. 4H Livestock:

- a. **K. Caugh:** Brought a sign-up sheet to help with Saturday August 7<sup>th</sup> Animal Day. Poultry processing will happen Sunday afternoon. Buyers photos for cattle will have to move. Kayce will find a spot and are waiting on numbers. All pens are up and they are waiting on open numbers. Pizza party... in the past the fair has sponsored the pizza party. It's in the budget and we will sponsor it again. Barn Awards... joint effort between LC and FB for Barn Awards.

#### 12. Unfinished Business:

- a. **T. Sanchez:** Computers were ordered 7/14/21. Still looking for Microsoft Office and is looking for a good deal with numerous certificates. Spoke to the man about security at the gates that was discussed last week. Would like to move forward with the security men so we don't have to stress about it. Still looking for Grandstand Gate for Saturday along with Ticket Booth (Thursday, Friday, and Saturday). Tammara and Joe have been calling around to other people but have been referred to STT Security. **Motion 7.22.21.4:** C. Johnston/ M. Barley made motion to pay \$7938 to hire STT Security. This will be for 3 staff for 7 days 10am to 10pm. P.

#### 13. Committee Reports:

- a. **Advertising:** Carolyne will make the radio interview scheduled and will let Joe know.
- b. **Animal Health & Welfare:** Reserve the rights to shut the barns down from 2 to 4pm to general public to reduce animal stress. Will do testing for poultry before the day the animals come in. Quick health check on the birds and tag them before Saturday.
- c. **Animal Superintendent:** All Good
- d. **Annual Meeting/Nom:** All Good
- e. **Bingo:** Still Good
- f. **Buildings & Grounds:** Will fix the holes in the grand stand gate and fix the door on the Fitch buildings. Will also need to order new signs from Day Signs. Al will get the list to Sonya to get ordered.
- g. **By Laws & Policy:** All Good
- h. **Campgrounds:** A lot will be coming in and will be gone on August 2<sup>nd</sup>. There are 6 seasonal campers and will be able to stay in the campground and have reserved parking spots.
- i. **Concessions:** Everything is coming together.
- j. **Convention:** All Good
- k. **Entertainment:** Everything is good. Ordered trophies. Have the announcer lined up for both events. Finish the poster for the Lawn Mowers. No pre sales.
- l. **Fair Camping:** Numbers are down and it will be a great year.
- m. **Fair Week Free Entertainment:** Everything is good to go.
- n. **Ice:** Ice is ordered and will be delivered Thursday or Friday.
- o. **Finance:** Good
- p. **Fundraising:** Good
- q. **Golf Cart Enforcement:** Good
- r. **Grants:** Good
- s. **Hiring & Labor:** Good
- t. **Information Tent/ Volunteers:** Erika and Clarissa have a list and are looking for people.
- u. **Kid's/ Special Kid's Day:** Angie has put a lot together. J & S Hamburg Feed the Kids is providing lunch for 500 kids and their cost is \$2 per lunch. Cherryland Electric donated \$500 for Kid's Day/ Special Kid's Day. J & S Hamburg would like to put out a donation box to help pay for lunches. The Pit Spitters mascot and Captain Brownbeard will be

present. Angie is going to put up a cot in the nursery to be used for changing area for older kids. Blair Township Firetruck will be on grounds. The K9 unit will be on grounds and walking around to see the kids. Giving away bikes and helmets. If we can't get sponsors for J & S Hamburg, Joe would like us to give donation. Send a thank you to Angie!

- v. **Merchandising:** Good
  - w. **Museum/ Historical:** Good
  - x. **Non-Animal Superintendent:** Things are coming along. Monday there is people coming in. Wednesday: Home Depot will be on grounds with make and take projects. Other projects are coming in Thursday and Friday. State Homemaker program deadline is extended to July 30<sup>th</sup>.
  - y. **Off Season Promotions:** All Good
  - z. **Pancake Breakfast:** All Good
  - aa. **Parade:** All good
  - bb. **Memorial Wall:** Names are put back on the wall and add Mary and Ivan's names.
  - cc. **Parking:** All Good
  - dd. **Passes & Registrations:** Registrations are being worked on and Breanna is working on them daily.
  - ee. **Planning:**
  - ff. **Premium Book:** All good
  - gg. **Queens:** Officially have 6 Queens. Ordered the name plate for the queen picture. Wednesday there a meet and greet with the girls and pre fair interviews.
  - hh. **Rentals & Contracts:** Going through and confirming all contracts. Still working with golf cart rentals. Both photographers are good to go. Tristyn will do Saturday and Sunday and Andy Marek will do the rest of the week.
  - ii. **Ribbons:** Still waiting.
  - jj. **Safety & Security:** All good.
  - kk. **Sponsorship:** Jimmy Johns is sponsoring Tough Truck and Blaine's Farm and Fleet sponsoring the Rodeo.
  - ll. **Ticket & Gates:** Still have Thursday, Friday and Saturday and Saturday Grand Stands.
  - mm. **Veterans Memorial:** All Good
  - nn. **Website:**
  - oo. **Winter Storage:** All Good
14. **Adjournment:** Motion 7.22.21.5: A. Henning/ M. Barley made motion to adjourn at 8:45pm.