

Northwestern Michigan Fair

Board of Directors Meeting

July 8, 2021

1. Call to Order: Joe Hubbell at 7:06pm.
2. Pledge of Allegiance: By Sonya Youker
3. Roll Call: By Carolyn Woodhams
 - a. Board Members Present: Joe Hubbell, Mike Barley, Frank Guerin, Caleb Hubbell, Clarissa Johnston, Tom Looks, Al Henning, Erika Halvorsen, Sonya Youker, Tammara Sanchez, Carolyn Woodhams, and Joe Babik.
 - b. Board Members Absent: Milt Lewis, Karen Zenner, and Cody Foster.
 - c. Visitor's Present: Rose & Jo Ann Bohrer, Dorothy and Dale Fritz, Jennifer Emery, Sheri Forton, Duke Elsner, Roger and Tara Steffes, Amanda Wilkins, Keri Bancroft, Kayce Caugh, and Nancy VanDerstel.
4. Review Agenda: **Motion 7.8.21. 1:** M. Barley/ J. Babik made motion to approve July 8, 2021 Agenda. P.
5. Correspondence: Sonya received 8 MAFE Fair passes in order to visit other Fairs.
6. President's Report: 30 days until Fair!
7. Treasurer's Report: Went over reports and answered any questions.
8. Presentation of Meeting Minutes: **Motion 7.8.21.2:** M. Barley/A. Henning made motion to approve Meeting Minutes June 10, 2021. P.
9. Public Comment: None
10. New Business
 - a. T. Sanchez: Going through Show works, we found that our computers are not up to date. Tammara and Tom found some updates computers. Tammara is asking \$2373 this is for three computers, Quick books, and 3 windows operating systems. **Motion 7.8.21.3:** J. Babik/ S. Youker made motion to approve \$2373 for 3 computers, Quick Books, and 3 window operating systems. P.
 - b. F. Guerin: The Grand Traverse 4-H Leaders Association contacted Frank about the Food Booth. We own the Food Booth but MSU owns the equipment. They set an offer and we counter offered. They accepted the offer for us to purchase the equipment for \$2000. This does not include the shed behind the booth. **Motion 7.8.21.4:** F. Guerin/S. Youker made motion to take \$2000 out of Building and Grounds budget to purchase the equipment to the Grand Traverse 4-H Leaders Association. P.
11. 4-H Livestock: We are working on Lamb Specie person. Will get that information as soon as possible. The schedule should be finalized within the next couple days. We have barn set ups on July 19th. This will be a huge barn set up for all barns. This will start at 6pm. We will need some help with the plumbing in the swine barn. Saturday, August 7th

starting at 5:30am will be when animals start coming in. Kayce will have a signup sheet for next week.

12. Unfinished Business:

- a. J. Hubbell: Power upgrade for Arnold's is \$3500. Spoke to Todd Gutzka and Cherryland Electric will donate a spool of wire and we will work with Arnold's to complete the rest.

The panel where Agnes and Ivan usually hook up too needs a little fixing so we will have to fix that. We will be doing the digging. Charlie will be here to look at the box.

Milt has persuade adding some plugs into the pavilion. We would like to add 9 plugs it could range \$3000 to \$4000. **Motion 7.8.21.5:** A. Henning/S. Youker make motion to take funds out of the rainy day 993 capital fund to pay for addition of the plugs in the pavilion the with proceeds with any rentals of the Pavilion to go toward the repaying of the 993 account. P.

- b. T. Looks: Paypal: Found out that Paypal for the Fairgrounds is being deleted. There is a new company Paypal Zettle which is what we will be switching too. Contactless payment: Google Pay, Apple Pay, Venmo, etc.... Use the QR code. Ordered new readers. Front gates, still be able to pick up what item you are paying.

13. Committee Reports:

- a. Advertising: Bus advertising looks great and the Rack Cards are in and being delivered.
- b. Animal Health & Warfare: All Good
- c. Animal Superintendent: All Good
- d. Bingo: Machine works, Frank has a final run through to do yet.
- e. Buildings & Grounds: Getting ready for fair.
- f. By-Laws/ Policy: Good
- g. Campgrounds: Good
- h. Concessions: All food contracts are out, maybe have a couple spaces available if people don't send in contracts. Non Food Vendors are excited to come back. Created a new email for Vendors: NWMIFairVendors@gmail.com. We will put on the website. Sonya has vendor passes for vehicle windows.
- i. Convention: Good
- j. Entertainment: Think she is ready to go. Cody is working on someone to work on track. Joe is working on Tough Truck Sponsors and other sponsors.
- k. Fair Camping: Good
- l. Fair Week Free Entertainment: Bands are all set.
- m. Finance: Good. Think of stuff that we will need for Capital Budget for next year.
- n. Fundraising: Good

- o. Golf Cart Enforcement: Good
- p. Grants: Good
- q. Hiring & Labor: Good. Breanna expressed interest to come back next year.
- r. Ice: Cody has ordered the ice.
- s. Information Tent/Volunteers: Have gotten some information for people who would like to volunteer.
- t. Kid's/ Special Kid's Day: Joe spoke to Angie and they will get together and see what can be done.
- u. Merchandising: Merchandise is ordered. Pins, magnets, koozies, banners, etc...
- v. Museum/ Historical: Volunteers are filled.
- w. Non-Animal Superintendent: Need someone to step up and supervise the Photography department. Homemaker of the Year is coming together.
- x. Off Season Promotion: Good
- y. Pancake Breakfast: Will be ordering supplies through Yankee Boy except for things that can be bought through GFS. Will be having a committee gathering next week.
- z. Parade: Saturday will be in the Cherry Festival Grand Royale standing parade.
- aa. Parking:
- bb. Passes & Registration:
- cc. Planning: Good
- dd. Premium Book: Good
- ee. Queens: Have an application. There will be some last minute.
- ff. Rentals and Contracts: Erika needs a copy of the insurance to send to the golf carts. Got 2 bids for fair photographer. 1 is under the budget and 1 is over budget. July 19th a Magic Show. For July, Anna Bays on the 17th and 18th, and some Cattle Practices. People looks for venues for 2022. Looking at price changes.
- gg. Ribbons: Got them ordered and waiting for delivered.
- hh. Safety & Security: Joe and Frank met with Grand Traverse Emergency Management and had a great discussion. Contract is squared away. Joe has contract for sheriff's department. Got in touch with Give 'em A Brake.
- ii. Sponsorship: Working on a half a dozen people for Sponsorship.
- jj. Ticket & Gates: Still have openings: Grandstands on Saturday and for Front Gates: Thursday, Friday and 2 shifts on Saturday 8 to 12 and 4 to 10.
- kk. Veterans Memorial: We are working on 2 speakers. Plenty of frozen custard.
- ll. Website: Facebook is doing great.
- mm. Winter Storage: Good

14. Adjournment: **Motion 7.8.21.6:** J. Babik/ T. Sanchez made motion to adjourn at 8:33pm.