

Northwestern Michigan Fair

Board of Directors Meeting

March 13, 2025

1. **Call to Order:** Meeting called to order by Frank Guerin at 7:00 pm.
2. **Pledge of Allegiance:** Led by Karen Zenner.
3. **Roll Call:** By Tom Looks

Note: (V) indicates the attendee was attending virtually.

 - a. **Board Members Present:** Carolyn Woodhams, Clarissa Johnston (7:18pm), Cody Foster, Erika Sprenger, Frank Guerin, Jill Duell, Jack Hubbell, Karen Zenner, Laurie Ashley, Milt Lewis, Molly Caminata, Sonya Youker, Tammara Sanchez, Tom Looks
 - b. **Board Members Absent:** Joe Hubbell
 - c. **Visitors Present:** Amanda Wilkins, Sherri Forton, Al Henning, Keri Bancroft, Kathy Easter, Ben Walker, Haven Bouwens
4. **Review Agenda**
 - a. **Motion 3.13.25.1:** E. Sprenger/Jack Hubbell made a motion to approve March 13, 2025 Agenda as amended. **Motion passed.**
5. **Correspondence:** Frank shared a letter from Joel Cox a neighbor of the fairgrounds.
6. **President's Report:** 142 days until fair.
7. **Treasurer's Report:** Tammara reviewed the Treasurer's Report and check register. Carolyn asked about the funds for the Beef Wash Rack. She has a donor that would like to donate money but needs assistance as to where to apply the funding. Karen asked a question about the Julie Nowland scholarship.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 3.13.25.2** C. Woodhams/E. Sprenger made a motion to approve minutes from February 13, 2025 meeting as amended. **Motion passed.**
9. **Public Comment:** No Public Comment.
10. **New Business:**
 - a. Milt Lewis – To follow up regarding the letter sent to the township from Joel Cox. Tom changed the campground address to the main fair ground entrance. Milt added a few pins to show the entrance as the front gate. Milt suggested adding signs on Nimrod Rd. and possibly add a chain across the north entrance, so nobody is able to turn down the road. There was discussion about adding signage on US 31 and Nimrod Rd. Frank will draft a letter in response to Mr. Cox.
11. **4H Livestock Council:**
 - a. Keri Bancroft– Shared rough numbers for registrations as multiple registration groups closed last Wednesday. The Education Expo went well. There are some show lineup changes coming after working with the animal health and wellness committee. Swine barn changes are in the works for this year to improve ventilation.
12. **Unfinished Business:**
 - a. Erika Sprenger – Shared premium book cover options. Suggestions were added from board members on the premium book covers. Erika will follow up with the NMC group regarding changes. A sample of a tri-fold was shared. Suggestions were added from the board for the tri-fold. Merchandise designs were shared with the board.
 - b. Al Henning – Inquired about the new cooler Duke Elsner was asking. Duke was going to get an updated quote for the new cooler.

13. Committee Reports:

- a. Sonya – One contract for poultry judges. Camping registrations are coming in. Still working on the ribbon order. Sonya will contact the guy that did parking last year for this year.
- b. Erika – Nothing.
- c. Jack – Nothing.
- d. Tammara – Emailed a candidate about the fair gate manager position. Front gates are all booked and still working on the grandstand gates. Received a text from Hadley inquiring about the secretary position again this year. We need to think about needing a secretary or not this year.
- e. Clarissa – BASA will still be involved with the information tent. We will not need to worry about the queen scholarship. If anyone hears or thinks of an event they would like Ashley to attend please contact the committee regarding the event.
- f. Laurie – Shared images of the fixtures purchased for the Heim building. Working on premium book updates. Suggested for the work bees to have tables and shelving painted white and will be working with the buildings & grounds committee. Haven suggested adding a QR code to the book to link to a page on the website. Working on advertising calls for the premium book. The printer needs a 2-week turnaround, and we will only be ordering 1000 books this year. Eventually the book may need to completely go online with no printing.
- g. Jill – Golf cart registration payments will be all online. Still working on Kid's day.
- h. Milt – Winter storage will start being taken out of buildings in a few weeks. Waiting on Clarissa and Laurie for updates for the website.
- i. Carolyne – Working on advertising. Was in contact with WTCM regarding the ad. Carolyne shared sponsorships. We may need to increase the price of the pancake breakfast this year.
- j. Karen – Nothing.
- k. Molly – Will be working on a phone schedule to pass the cell phone around.
- l. Cody – Will share the schedule of grandstand events.
- m. Tom – Shared the official proposal from Saffire for website hosting. Working on updating tickets in the Saffire software. The new cell phone is active so you may receive a text message with a voicemail. Tammara, Erika and Tom will be meeting with a credit card processor on 3/14 to discuss credit card payments. Cody asked about getting the \$2,500 content migration fee waved.
- n. Frank – Vendors are emailing asking for information and being redirected to the webpage with the information. Red Dresser would like to add days to their contract. Chelsea will be cleaning the campground restrooms and will be cleaning the restrooms for special events. Frank reviewed fair week contracts. Carolyne suggested that we have a contest on social media for photos instead of utilizing a photographer for fair week photos.

14. Adjournment:

- a. **Motion 3.13.25.3:** S. Youker/Jack Hubbell made a motion to adjourn at 8:28 pm. **Motion passed.**