

# Northwestern Michigan Fair

## Board of Directors Meeting

### May 8, 2025

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

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

  - a. **Board Members Present:** Carolyn Woodhams, Clarissa Johnston, Cody Foster, Erika Sprenger, Frank Guerin, Jill Duell (7:22 pm)(V), Jack Hubbell, Joe Hubbell, Karen Zenner (V), Laurie Ashley, Milt Lewis, Molly Caminata, Sonya Youker, Tammara Sanchez, Tom Looks
  - b. **Board Members Absent:** None.
  - c. **Visitors Present:** Amanda Wilkins, Mike Forton, Sherri Forton, Al Henning, Bud Strang, Keri Bancroft, Haven Bouwens, Ben Walker, Sarah Bye
4. **Review Agenda**
  - a. **Motion 5.8.25.1:** E. Sprenger/Jack Hubbell made a motion to approve May 8, 2025 Agenda. **Motion passed.**
5. **Correspondence:** Save the date for the fair auction from Ashley Folkersma was shared.
6. **President's Report:** 86 days until fair.
7. **Treasurer's Report:** Tammara reviewed the Treasurer's Report and checking account register.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 5.8.25.2:** C. Johnston/L. Ashley made a motion to approve minutes from April 10, 2025 meeting as written. **Motion passed.**
9. **Public Comment:** No Public Comment.
10. **New Business:**
  - a. Joe Hubbell – Joe discussed the lease with Consumer's Energy. A complaint was received that the easement was being used by ATVs. Conversations with Consumers Energy request that we install a fence over the easement. The responsibility falls on the Fair as the Leasee of the property. Any liability issues would fall on both Consumer's as well as the Fair. Consumers has provided No Trespassing signs with their logos. The leased area is all the way to M-37. Al suggested using the fence from the Civic Center that was gifted to the Fair.
11. **4H Livestock Council:**
  - a. Keri Bancroft – The Use of Grounds Contract has been sent from MSU to Frank to be reviewed by the Fair attorney. Keri inquired about possible additional work bee dates. Sign Gypsies is doing signs again for the Livestock Council. Keri inquired about incorporating the Fair logo so the sign can be used with Vows with The Cows as well as the Buyer's Lunch.
  - b. Current 4H registration numbers. Swine: 152 Market, 1 Show Only, 24 Cloverbud. Llama/Alpaca: 1 Show Only, 5 Cloverbud. Horse: 41 Show Only, 8 Cloverbud. Jr. Beef: 43 Market, 24 Show Only, 34 Cloverbud. Dog: 16 Show Only, 4 Cloverbud. Cavy: 6 Show Only, 1 Cloverbud. Rabbit: 10 Market, 33 Show Only, 18 Cloverbud. Poultry: Too many to count. Lamb: 59 Market, 1 Show Only, 10 Cloverbud. Goat: 14 Market, 17 Show Only, 8 Cloverbud. Dairy Feeder: 27 Market, 3 Show Only, 4 Cloverbud. Dairy Beef: 4 Market, 1 Show Only. Large Beef 86 Market Steer, 8 Market Heifer, 3 Show Only.
12. **Unfinished Business:**
  - a. Joe Hubbell – Jim with Elite Security has provided the costs for the overnight security guard. Estimated \$2700 to cover the week. The total bill is approximately \$18,800 for the week.

**Motion 5.8.25.3:** T. Sanchez/Jack Hubbell made the motion that we hire the overnight guard for \$2,695.84. **Motion Passed**

- b. Mike Forton - Following up with discussion of using Julie Nowland's Memorial Fund. The family would like to pledge \$1,000 of Julie's Memorial Fund to be applied to a wash rack. The remaining funds would be used for a building fund in the future. Mike will meet with Fair Board members regarding designs and impact to other activities.

**13. Committee Reports:**

- a. Frank – Will get with Rose for the inside vendors. Have a handful of exterior vendors. Have fair week contracts and proposals coming in.
- b. Molly - Bingo is confirmed with regular hours the Lake Ann Lyons Club is going to be doing bingo this year. New bingo items ordered.
- c. Jack – Water has been turned on. Did find a few issues that need to be repaired. Ordered an additional fan for the swine barn and the door for the ATM. With the cancellation of the Work Bee's, there is a lot of assistance needed to prop the grounds for the Cattle Show this weekend. Erika asked about holes near the announcer's booth and dirt being added to areas near the horse barn. Al requested a 3ft by 3ft slab for the welded rooster statue. Will be adding concrete to the grandstand area in place of the grass near the existing concrete and fence.
- d. Laurie – We did receive the 2025 Farm and Fair Hunger Relief Grant to go towards the animal purchase at the auction this year. Waiting on a few items for the Premium Book so it can go to the printer next week and be completed by the end of the month. The cabinets have been placed in the Evelyn Heim Building.
- e. Erika – Designs have been returned from NMC's design class. Looking at merchandise and changing the hours for the merchandise booth.
- f. Sonya – 1 camper so far at the campground. Ribbons are on order, 2000 wristbands are on order also. We do not have a campground host yet. Chelsea will be cleaning the bathrooms again this year and will work with Frank for scheduling.
- g. Tammara – Interviewed two candidates for office secretary. Gates and Grandstands are filled. The ATM will not be in-service until closer to fair week.
- h. Clarissa – All set.
- i. Milt – All set. Winter storage went well.
- j. Carolyne – Bruce is going to donate the juice again for the pancake breakfast. We have quite a few new sponsorships this year. We do have Blain's and Sojourn as sponsors for Kid's Day Lunch it will be Papa John's Pizza from Kingsley and Go-Go Squeeze. We will still pay approximately \$1,800 for the pizzas. Still working on a sponsor for drinks. Carolyne shared additional sponsors. Having the sponsors on the website has generated some traffic. We need to decide if we want to advertise on the radio or not. If anyone has advertising ideas send them to Carolyne.
- k. Cody – All contracts have been returned. Will need assistance at the Pit Gate this year.
- l. Tom – Ordering the desktop for the office, it will have a webcam for virtual meetings. Received quotes and samples for wristbands, keep these in mind for next year. Tickets sales are live on the website, all fees are included up front. Met Jess with Saffire for ticket fees and equipment ideas.
- m. Jill – All set. Just needs to know how many golf cart tags to order.
- n. Karen – All set.
- o. Joe – Talked with Marty Cotanch. He is still coming up with a design for the sign for the grandstands.

**14. Adjournment:**

- a. **Motion 5.8.25.4:** S. Youker/C. Woodhams made a motion to adjourn at 7:52 pm. **Motion passed.**