

Northwestern Michigan Fair

Board of Directors Meeting

June 12, 2025

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:04 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:** Carolynne Woodhams, Clarissa Johnston, Cody Foster, Erika Sprenger, Frank Guerin, Jill Duell, Jack Hubbell, Joe Hubbell, Karen Zenner, Laurie Ashley, Milt Lewis, Molly Caminata, Sonya Youker, Tammara Sanchez, Tom Looks
 - b. **Board Members Absent:** None.
 - c. **Visitors Present:** Ashley Folkersma, Carter Kohler, Patrick McCarry, Katrina Grose, Faith Grose, Amanda Wilkins, Mike Forton, Keri Bancroft, Ben Walker, Kathy Easter, Laura Guerin, Al Henning, Mike Michels
4. **Review Agenda**
 - a. **Motion 6.12.25.1:** E. Sprenger/C. Woodhams made a motion to approve June 12, 2025 Agenda. **Motion passed.**
5. **Correspondence:** Frank shared a letter from Joel Cox.
6. **President's Report:** 51 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 6.12.25.2:** T. Sanchez/E. Sprenger made a motion to approve minutes from May 8, 2025 meeting as written. **Motion passed.**
9. **Public Comment:**
 - a. Kathy Easter – Blood drive Tuesday at the main entrance 10-3 and Friday near the junior beef barn 9-3:30pm.
10. **New Business:**
 - a. Mike Forton – Reporting for Sherri Forton. The last judge's contract has arrived. Superintendent sign on the goat barn needs to be updated to remove the assistant. They have repaired the wheelbarrow. Leelanau Automotive donated a pressure washer, it needs a hose and a wand and would need one to be useful. Would like to use the goat barn fund to purchase. There is a mini refrigerator that is missing from the barn. This was a donated item for the kids to use for water during the fair week.
 - b. Mike Michaels – We had a clinic stated for last Saturday. A week ago, Monday we were told we could not have it because the circus was going to be here. Mike thinks that if it was going to be cancelled, they should have been notified longer than 4 days before the event. All of the money that has been earned at the clinics has been given to the fair. All costs to hold the clinics have come out of their pockets. He is not sure what the future is for the draft horse barn and does not like how the draft horse people are being handled. He thinks they have done an excellent job with the draft horse barn during the fair. There was a question about the Use of Grounds Agreement and discussion with Frank regarding communications of the forms. Joe: There seems to have been some miscommunication with the Use of Grounds Agreement for this event. Going forward we are all for having your event on the grounds, but we need the Use of Ground Agreement to hold the event on the grounds. With us not having any record of the Use of Grounds Agreement the weekend was available to be reserved and rented to another

organization. Discussion continued about the Use of Grounds Agreement communications. Mike suggested to the board to look at the mission of the Fair and think about where it started. This discussion will be continued at a later time.

11. 4H Livestock Council:

- a. Keri Bancroft – The numbers are the same as last month. All registrations are closed. The livestock council has cancelled all work bee credits this year. We will still request help July 23rd at 6pm is the pen set up date. Scales will be certified on July 18th. Encouraging specie chairs reaching out to barn superintendents to hold education clinics on the grounds.
- b. Joe shared dates of work bees that the fair is putting on. June 26th 6-9pm, June 29th 1-4pm, July 9th 6-9pm and July 13th 1-4pm.
- c. The current 4H registration numbers have not changed from last month.

12. Unfinished Business:

- a. Joe Hubbell – Consumer's Right of Way – Holding a work bee June 21st at 8:30 am. We will be building a fence.

13. Committee Reports:

- a. Sonya – Contracts are coming in from superintendents. Campground is going well. Tony is on board for parking. Have some ribbons with more coming.
- b. Erika – A rough merchandise order has been placed. We will need a finalized fair director shirt order buy July 4th. We only have 48 registrations so far. Asked to have this promoted on Facebook. Laura asked about volunteer shirts and will get information to Erika. Erika will inquire about vests.
- c. Tammara – Waiting on two final contracts for gates, all are on board and all covered. Gate manager will be coming the Friday before the fair. Josie has been hired in the office. If there is anything that she can do please let her know. Talked with Jill, she is having an issue with filling a spot for kid's day. Wants to be transparent that Olivia has been asked to be a vendor for Kid's day and she will be paid.
- d. Laurie – we will be eligible for the \$100k MDARD grant again next year. It is due May 1· 2026. If we have a project we will need drawings, etc. for that. The premium book is out. There are a few minor mistakes with the Midway dates and the Airport's ad. The printer is making it right on our end and we will be making it right with the airport on our end.
- e. Jill – Golf cart registrations are coming in. Wanted to be sure the no onsite registration/payments is on the form. It was verified.
- f. Clarissa – All set to park at the TC garage for the parade on Thursday. Ashley has been out and about to a handful of parades. Veteran's Memorial has been revamped by Breeze Hill Greenhouse.
- g. Milt – Have a few banners donated for the museum. We have a waiting list for winter storage. If anybody has sponsors, please let Milt know so they can be added to the website.
- h. Karen – Nothing yet, still waiting for camper registrations to come in.
- i. Carolyne – Yankee Boy will allow us to order items for the Pancake Breakfast through them. Working with BATA buses for advertising. Have a phone call with WTCM for advertising. If you have any ideas let Carolyne know. Will be starting the social media give aways next week. Sponsorships keep coming in. Received a price on the trifold from the Record Eagle.
- j. Jack – Progress has been made on the ATM room. It should be completed in the next week or so. If you feel up to it there is weed trimming and raking that needs to be done.
- k. Joe – Added to buildings and grounds that the entire fairgrounds needs pressure breaker's installed on all water spigots except the wash racks. The backflow preventer in the Rosa Arena needed to be replaced because it failed its testing. The grounds are going back on a Type 2 water system with the health department. They protect or potable water system and are required to be on all spigots. Also, if you happen to go in a barn and open a gate please close it.

- l. Molly – Finalizing the contract for Bingo. Working on signs so if any are needed please let Molly know.
- m. Cody – All contracts for entertainment and free entertainment has been turned in. There is work to do in the pit area. I intend to rebuild the pit entrance building.
- n. Tom – Been in contact with Chillin' Ice, they can be our supplier again this year. Waiting to hear back on pricing. Have increased the fraud protection on our online ticket sales.
- o. Frank – Shared locations of some of the new vendor placements. Interior vendors of the Fitch building is full, waiting on contracts to come back. There is a waiting list for the building. Rentals are nearly full and we are already getting requests for 2026. GT Kennel club is this weekend. The next two weekends are horse shows. Duke Elsner's cooler is on the grounds in the maintenance barn.
- p. Joe – Safety and Security. Received an email from Deputy Smiley. Recommendations for changing hours and increasing staffing on the fairgrounds.

14. Adjournment:

- a. **Motion 6.12.25.3:** S. Youker/C. Woodhams made a motion to adjourn at 8:16 pm. **Motion passed.**