

# Northwestern Michigan Fair

## Board of Directors Meeting

### August 14, 2025

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:01 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, Joe Hubbell, Karen Zenner, Laurie Ashley, Milt Lewis, Molly Caminata, Sonya Youker, Tammara Sanchez, Tom Looks
  - b. **Board Members Absent:** Jack Hubbell
  - c. **Visitors Present:** Amanda Wilkins, Laura Guerin, Keri Bancroft, Kathy Easter, Sherri Forton, Dean Domnoske
4. **Review Agenda**
  - a. **Motion 8.14.25.1:** E. Sprenger/C. Woodhams made a motion to approve July 17, 2025 Agenda as written. **Motion passed.**
5. **Correspondence:** Joe read correspondence from Al Henning regarding golf carts behind the poultry barn. Al would like to have a post fair superintendent meeting.
6. **President's Report:** 360 days until fair.
7. **Treasurer's Report:**
  - a. Tammara reviewed the treasurer's report dated 7/31/25. Tammara also reviewed the checking account register. Karen asked about the amount for Security Sanitation. Tammara explained the different amounts for gates. There were a few groups that did not fill all of the shifts. Kathy Easter asked how many people were needed for the front gates. Tammara will follow up with Kathy.
  - b. Tammara would like to take the interest that we have earned on the 993 CD on 10/31/25 and apply it to pay down the bleacher loan. We cannot pay off the loan but we can reduce the amount. Joe asked if all of the sponsorship money for items for the grandstand should go to the loan also. **Motion 8.14.25.2:** C. Johnston/C. Foster made a motion that all of the interest earned from the 993 CD and the sponsorships are to be applied to the balance of the bleacher loan. **Motion Passed.**
  - c. We need to schedule a budget meeting towards the end of September, so we have a budget to approve at our October meeting. Joe shared and explained the summary report from Arnold Amusements, Inc.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 8.14.25.3:** E. Sprenger/M. Caminata made a motion to approve minutes from July 10, 2025 meeting as written. **Motion passed.**
9. **Public Comment:**
  - a. Kathy Easter – She thought everything went great and wanted to thank all of the board.
10. **New Business:**
  - a. Laurie Ashley – Wanted to talk about a bonus for Chelsea our restroom cleaner. **Motion 8.14.25.4:** L. Ashley/F. Guerin made a motion to pay a bonus of \$500 for the week of fair. **Motion passed. Motion 8.14.25.5:** C. Foster/J. Duell made a motion to give Dean \$2000 for his help during fair week. **Motion Passed**
11. **4H Livestock Council:**

- a. Keri Bancroft – Auction hit an all time high of 1.39 million dollars even though we had less kids this year. She wanted to say thank you for a good week and we did not have any major issues. There is a fair work bee coming up on August 20<sup>th</sup> from 6-8pm, the focus is pen take down. A second fair work bee is on August 26<sup>th</sup> focusing on taking down horse stalls. Record books are due at the September meeting.

**12. Unfinished Business:**

- a. Frank Guerin – Received another letter from Joel Cox the week before fair. Frank has drafted a sign and proposes to have two made and placed near the entrance to the fire academy. The sign says “PRIVATE DRIVE DO NOT ENTER. CAMPGROUND ENTRANCE LOCATED AT: 3606 BLAIR TOWNHALL ROAD.” Joel’s daughter called the fair phone the week before fair. Joe tried to call her back three different times and received no response.

**13. Committee Reports:** Committee reports were reviewed by going down the committee list.

- a. Advertising went well, and Carolyn heard the radio commercial many times. Milt suggested a sign that says the name and date for next year. Frank suggested signage for the main entrance into the parking lot.
- b. Animal Health & Welfare – Sent a few animals home, a few passed away during fair week. Other than that we did really good.
- c. Animal Superintendent – A few barns were a little hairy at the start, but we made it. Will be having meetings soon. Sheep, Poultry, Horse and Llama superintendent spots are up for election this year. Next year are Swine and Rabbits. Those application are due September 1<sup>st</sup> and are to be voted on during the October board meeting.
- d. Annual Meeting/Nominating – Board of directors application were sent out and will be added to the website. We have 5 seats up for election this year. Starting to plan for the Annual Meeting. Mike Barley did say he was willing to help. Tom will reach out to Mike to confirm the church in Interlochen. By-law amendments must happen 60 days prior to the annual meeting and would need to be approved at the September meeting.
- e. Bingo – Went well, Becky said they made over \$5,000 and they would like to return for future years.
- f. Buildings & Grounds – Replaced the transformer in the Jr. Beef Wash rack and will use the one that was removed to replace the bad one in the carnival area. Will have stuff for others to think about for next month. Karen asked about garbage cleanup in the parking lots and the grounds.
- g. By-Laws/Policy – If you have any By-law and policy changes get those to Carolyn by September 10 so they will be ready for our September 11 meeting.
- h. Campground – Going well.
- i. Concessions – Went well aside from some power issues which have been addressed. The pony ride people are retiring this year and will not be returning. They are the only company remaining so we will not have one in future years. The Fitch building needs some attention, examples include the garage doors, fans, roofing. Lastly, we are done with political groups, some didn’t show up but the ones that did were out soliciting people. We will not be allowing them to return. Other vendors would like to expand their footprints. Across the board vendors did say the heat affected their businesses. Next year we will not lose any vendors with the Buckley Engine Show being the same week as the 2026 fair. Frank has reached out to the president of the Buckley Engine Show to share dates.
- j. Convention – Please remember that Tammara will need to know if the 5 directors up for election will be attending with spouses the night of the election. Convention will be held at the Amway Grand again and will be January 8, 9, & 10.
- k. Entertainment – Went pretty well even though the numbers were down from what we had hoped for. We did have to empty the grandstands during the rodeo due to the storm.

- l. Fair Camping – Went well. The scheduling of incoming campers worked out awesome. The form will need to be updated.
- m. Fair Week Free Entertainment – Went well even though there was no children's entertainment. (Chainsaw carving & bands). Asking for a price for a dinosaur show for next year.
- n. Finance – Be sure that you have what you want for the budget meeting. If you can't attend send it to Tammara and she will ask. The budget meeting will be Thursday September 25<sup>th</sup> at 6pm.
- o. Golf Cart Enforcement – Inspections went well. Joe stated that it is impossible for us to enforce our rules if we are not following them ourselves. Karen added that the parking issue we were concerned about was not an issue. Karen would like the insurance documents to be added to the registration form. Handicap indications will also be added to the registration form.
- p. Grants – Frank brought up that the GT County will be offering applications for grants during the month of September. Currently details of the application requirements are limited. We would need to pick a project to try to pursue. Discussion took place for a project, and the bathhouse was a common topic. The MDARD grant will also be available for us to apply for next year.
- q. Hiring & Labor – Tammara talked with Josie. After she had worked on the Monday she went to the Hippie tree to go hiking and was injured and needed assistance. Her mom told her Tuesday that she needed to go get checked out by a doctor. Tammara has feelers out for a new secretary for next year.
- r. Ice – Overall it went pretty well, we did have to purchase 2 pallets towards the end of the week. We may make money this year after we get everything invoice paid. Tom and Joe have an idea for next year and will share more details later. Milt suggested trying to sell the old ice freezer for \$100. If anybody needs ice there is some available in the old ice freezer.
- s. Information Tent/Volunteers – It went ok, towards the end of the week it did get a bit old. Weekly pass armband purchases from the front gate needed to be looked up in the info tent. It was a bit redundant, and the wrist band should've been put on their wrist at the front ticket gate. Clarissa did go through the lost and found items and tried to match owners to their items.
- t. Kid's/Special Kid's Day – Went great, we will order about 50 less pizzas next year. Joe did have a few people tell him that they missed having the kids sack lunches.
- u. Merchandising - Thinking about a small sale around Christmas time or the Annual Meeting to try to sell it. Mike Barley helped all week. Tammara suggested combining the merchandise booth with the information tent to combine volunteers and help sell more merchandise.
- v. Museum/Historical – All good.
- w. Non-Animal Superintendent – The new cabinets made a huge difference; we did not have any stolen Legos this year. There was a stolen purple ribbon at checkout. We will need to limit the antique entries next year.
- x. Pancake Breakfast – Recovery Road Riders were amazing. They took over the breakfast and did almost everything. Overall, it served about 1000 people. Next year we will need more syrup than we ordered this year.
- y. Parking – Tony did a great job. We are already getting a contract signed for them for next year.
- z. Premium Book – We may not necessarily be printing premium books next year. Carolynne added that the Record Eagle will not be printing our Tri-folds next year. The printing was too late this year and we had issues with the content accuracy.
- aa. Queens – Emma Brown is our current queen. Lilly Garono is the Home Maker of the Year. Grace Abbring is the Jr. Home Maker of the Year.
- bb. Rentals & Contracts – We will be receiving a bill for 13 golf carts that had their governors tampered with, we are also paying for two windshields that were damaged during fair week. Please do not mess with golf carts next year. The staples packing tape that was used for the free shuttle signs ruined two windshields too. Tyler will be giving those to us so we can

experiment with other options for shuttle signs. Tyler was willing to do another contract for 3 years, the new contract is about \$14,000 which is only about \$1,400 more than the previous contract. There were requests for electric carts for next year. We do have a few horse shows coming up the next few weekends. Karen suggested a larger tent to go near the Rosa Arena for Kids' day.

- cc. Ribbons – All set.
- dd. Safety & Security – Went well. Did not hear any complaints about anyone coming in Gate 2 in the middle of the night. No thefts were reported.
- ee. Social Media – We will be going through the pictures that were sent to us and will pick a winner for free camping next year or a mega band for next year.
- ff. Sponsorship – Next year we will be looking for a cooling tent as a possible sponsorship from Team Bob's. We have had quite a few sponsors that would like to return again next year.
- gg. Technology – Tom shared the invoice from Saffire. Discussion took place regarding a few issues with the kiosk and laptops and card readers. It was very nice having Sydney around to help with troubleshooting
- hh. Ticket & Gates – There are a few groups that will not be asked to return. Sydney did great and has a few suggestions for next year. A few suggestions were different stamps for people leaving that will be returning and/or wristbands. We still need more signage near the grandstand entrance.
- ii. Veteran's Memorial – Jess did a fantastic job with coordinating the speakers. The only issue was with the flags, there were two Michigan flags but only 1 navy flag. Jess got his off of his camper to hang up for the week.
- jj. Website – Milt has updated the clock and the date for next year. Tom and Milt will get together to try to simplify the homepage to make it easier to find.
- kk. Winter Storage – We have a waiting list for winter storage.

**14. Adjournment:**

- a. **Motion 8.14.25.6:** S. Youker/C. Woodhams made a motion to adjourn at 8:49 pm. **Motion passed.**