# Northwestern Michigan Fair

## Board of Directors Meeting

## September 11, 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:** Carolyne Woodhams, Clarissa Johnston, Cody Foster, Erika Sprenger, Frank Guerin, Jill Duell, Joe Hubbell, Karen Zenner, Laurie Ashley *(V)*, Milt Lewis, Molly Caminata, Sonya Youker, Tammara Sanchez, Tom Looks
   b. **Board Members Absent:** Jack Hubbell
   c. **Visitors Present:** Amanda Wilkins, Nicki Brown, Al Henning, Kathy Easter
4. **Review Agenda**
   a. **<u>Motion 9.11.25.1:</u>** C. Woodhams/E. Sprenger made a motion to approve September 11, 2025 Agenda as written. **Motion passed.**
5. **Correspondence:** No Correspondence
6. **President's Report:** It is Karen's birthday, tomorrow is Erika's birthday.
7. **Treasurer's Report:**
   a. Tammara reviewed the treasurer's report and check register. Joe and Erika will run the budget meeting on the $25^{th}$.
8. **Presentation & Approval of Meeting Minutes:**
   a. **<u>Motion 9.11.25.2:</u>** C. Woodhams/E. Sprenger made a motion to approve minutes from August 14, 2025 meeting as written. **Motion passed.**
9. **Public Comment:**
   a. Sophia – Thank you for buying my steer project and supporting the 4H community. The money will go towards her next project.
10. **New Business:**
    a. Al Henning – Appreciates the work that has been done to keep the barn cool, but we need a bigger barn. We have experienced continued growth, and the barn needs to expand in all directions possible and taller. All he needs is the Okay to proceed to get together with an engineer, to develop a part's list and then start sourcing fundraising. **<u>Motion 9.11.25.3:</u>** F. Guerin/Jack Hubbell made the motion to move forward and get blueprints drawn up on the barn with a cost of approximately $2,500. **Motion passed.** Joe will call Bill tomorrow to start discussions on blueprints. Karen expressed concerns about the campers near the barn during fair week.
    b. Tammara Sanchez – Erika and Tammara have been working with ShoWorks and issues with open shows and the premiums. There is an educational event that Erika would like to attend. It is located out of the state. It will help with inputting data properly, registrations, premium payouts, etc.
       i. Tammara would like to request for the fair to send her to the two-day conference for ShoWorks. The cost is $495; hotel is $597 plus airfare from Traverse City. The total would be $1942; Tammara is able to find the money in the budget. This would be Erika's responsibility year after year. If she were not to be reelected to the board, she will continue to run the program as a volunteer and is willing to share the knowledge to anybody that wants to learn.

ii. **<u>Motion 9.11.25.4:</u>** T. Sanchez/J. Duell made the motion to send Erika to the ShoWorks conference on November 12-13 in College Station, Tx. **Motion passed.**

11. **4H Livestock Council:**
    a. Nicki Brown – Large Beef and Dairy Beef registration opened last week. That is due at the November meeting, possession date is November 1st. Tagging and weigh-in is November 8th & 9th. Frank added that he has not seen the Use of Grounds Agreement for the event. Keri Bancroft and Sarah Bye are handling the paperwork. Specie chair applications were due; most specie chairs are running unopposed except the rabbit barn. Discussion took place regarding registration and previously specie chairs, club leaders and board officers had access to the registration system, but they do not have it now. Teen reps were due Monday night; there are only 2 applications. Everyone is up on the Executive Board except for Keri. Those applications are due in October and voted on in November. A question was asked about MSU pushing Gold Level volunteers to interact with 4H'ers.
    b. Frank added that the green cans for pop can collections were not picked up and asked that they could be picked up next year and then tipped over, so they do not fill with water. Also, the TVs and fans have not been removed from the arenas yet but they will be.
12. **Unfinished Business:**
    a. Tammara Sanchez – Spoke with Frank and Laurie about approaching vendors to coordinate the use of a meal voucher to feed our volunteers. This would show appreciation towards our true volunteers. (Not paid volunteers). Overall discussion was positive about this topic. The target price for each voucher is $15 per meal. Carolyne was able to get Chic-Fil-A to provide lunch for the volunteers on Saturday.
13. **Committee Reports:** Committee reports were reviewed.
    a. Erika – Merchandise would like to offer a pop-up sale for merchandise. She has set up a Google Form for items that are in stock and not new orders. Erika shared registration and show issues for Exhibitor placing and premium payouts. Erika would like to move away from the 1-10 classes at $5.00 but instead move to each class costing $.50 or $1.00. The committee will get together and discuss further.
    b. Jill – All set.
    c. Karen – All set.
    d. Jack – Has an idea for the 20 acres of wooded property that is unused. Jack would like to look into getting it cleared, stumped, leveled and then turned into a parking lot. Jack has gotten a few prices, one from Svec Excavation was $73,000 including hauling and seeding. The second price is with no hauling and no seeding, and it was approximately $32,000. Cody suggested seeing if the property is stumped if it can be burned at the same time. The project would start in fall or winter of 2026. Jack will contact Sonya regarding the last camper moving out so the fairgrounds can be winterized.
    e. Molly – Working with Tom on the Annual meeting.
    f. Frank – Rentals and contracts, Frank will be using his kids next week to set up the center stalls in the horse barn. He would appreciate help, and then after that removing them the following week. He is working with the committee that there will be no rentals in the barn unless the stalls stay up. Frank will be working with the committee to restructure the rental prices moving forward. Laurie and Tammara suggested adding a restroom cleaning fee to the pricing.
    g. Tom – Received updated quote for website and email hosting through Saffire, will share that with Milt. Saffire will honor last year's price which is less than what they are currently quoting customers. Reset the office secretary's email password so we can have access to the email account. Working with Molly and the Annual meeting committee for the meeting in November. There is still ice left so if you need some use some.
    h. Cody – All set.

i. Carolyne – Recovery Road Riders were very excited about their check and thankful that we allowed them to come this year. Carolyne reviewed the proposed By-Law amendments that were given to her. The board voted to include the proposed By-Law Amendments on the ballot for the membership to vote on at the Annual Meeting in November. Article II – **Passed.** Article IV – Sections 2, Sections 6 and 9 are contingent on section 2. **Passed.** Article V – **Passed.**

# Proposed By-Law Amendments

**ARTICLE II**

Sec. (4) MEMBERSHIP ROLL: It shall be the duty of the Secretary to prepare and maintain a roll of the membership of this Association and issue Membership cards to all members. The Secretary shall note on the Membership roll the date on which a member paid membership dues. The Secretary shall close the Membership Roll thirty (30) days prior to the Annual Meeting of the Membership and five (5) days prior to any other authorized and properly noticed meeting of the Members.

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**ARTICLE IV**

Sec. (2) NUMBER OF DIRECTORS: The number of Directors shall be fifteen (15), but the number may be changed from time to time by the alteration of the By-Laws.

Sec. (2) NUMBER OF DIRECTORS: The number of Directors shall be between a minimum of Fifteen (15) and Twenty (20) maximum. Effective 1/31/2026.

Sec. (6) TERMS OF OFFICE:

1. Directors shall hold office for the term of three (3) years, unless resignation or removal.

2. Election of Directors shall be staggered so that five (5) seats on the Board of Directors shall come up for election yearly.

3. Additional seats left vacant by the removal or resignation of a Director prior to the natural termination of his or her term of office shall be filled. (2/2017)

Sec. (6) TERMS OF OFFICE:

1. Directors shall hold office for the term of three (3) years, unless resignation or removal.

2. Election of Directors shall be staggered so that Five (5) but not more than seven (7) seats on the Board of Directors shall come up for election yearly.

3. Additional seats left vacant by the removal or resignation of a Director prior to the natural termination of his or her term of office shall be filled. (2/2017)

Sec. (9) QUORUM: A quorum shall consist of a majority eight (8) of Board of Directors

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**Section 6 and 9 are contingent on Section 2.**

**ARTICLE V**

Sec. (5) COMMITTEE MEETINGS: Except for the Executive Committee, each committee with budgets of $500 or greater shall be chaired by a board directors, committees with under $500 shall elect its own chairperson, and committees shall conduct meetings in any fashion deemed appropriate by the committee, consistent with the best interests of the Association. (11/03)

Sec. (5) COMMITTEE MEETINGS: Except for the Executive Committee, each committee with budgets of $1000 or greater shall be chaired by a board directors, committees with under $1000 shall elect its own chairperson, and committees shall conduct meetings in any fashion deemed appropriate by the committee, consistent with the best interests of the Association.

j. Milt – Website is good. Will be working with Tom this winter to try to make the website easier to navigate. Will be working with Frank for changes in vendor information. Winter storage is coming up. We keep having more people added to the waiting list. It will be the first weekend of October (4$^{th}$ & 5$^{th}$) from 8am-4pm. Milt would like two people to help check-in campers and boats.

k. Clarissa – Did the Labor Day parade in Manton with the Fair Royalty. Looking for ideas if someone is crafty and could build a backdrop for the trailer and it can be decorated rather than using the back of a truck. Clarissa would like to propose that we edit the Queen application and increase the entrance fee to $200 and increase the scholarship to $2000.

l. Tammara – Needs to know if you are going to convention. Joe and Erika will be running the budget meeting. Tickets and Gates – will be reaching out to other entities to see if they are interested.

m. Laurie – Picked up the beef from Ebel's and distributed it to 3 food pantries to fulfill the grant we received from MDARD. Researched the GT Marijuana funds grant our request would need to align with the GT County vision. We would not be able to apply for a grant through them for the bathhouse or poultry barn. Will be looking at other options. We are eligible for the MDARD grant again this year but if we were awarded the grant the project would need to be completed within the same year.

14. **Adjournment:**

    a. **<u>Motion 9.11.25.5:</u>** C. Woodhams/J. Duell made a motion to adjourn at 8:25 pm. **Motion passed.**