

Northwestern Michigan Fair

Board of Directors Meeting

June 8, 2023

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:01 pm.
2. **Pledge of Allegiance:** Led by Tammara Sanchez
3. **Roll Call:** By Tom Looks
 - a. **Board Members Present:** Joe Hubbell, Sonya Youker, Erika Sprenger, Milt Lewis, Cody Foster, Carolyn Woodhams, Mike Barley, Tom Looks, Tammara Sanchez, Jill Duell, Caleb Hubbell, Frank Guerin (7:05), Al Henning (7:10), Clarissa Johnston (7:17pm)
 - b. **Board Members Absent:** Karen Zenner
 - c. **Visitors Present:** Laurie Ashley, Amanda Wilkins, Keri Bancroft, Ben Walker, Kathy Easter, Renee Hobbins
4. **Review Agenda**
 - a. **Motion 6.8.23.1:** M. Barley/C. Woodhams made a motion to approve June 8, 2023 Agenda. **Motion Passed.**
5. **Correspondence:** Tom shared a Thank You card from the Arnold/Schmidt Families. Returned mail.
6. **President's Report:** 58 days until fair.
7. **Treasurer's Report:** Tammara went over the treasurer's report.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 6.8.23.2** M. Barley/F. Guerin made a motion to approve minutes from May 11, 2023 meeting as amended. **Motion Passed.**
9. **Public Comment:**
 - a. No Public Comment
10. **New Business:** No New Business
11. **4H Livestock Council:**
 - a. Keri:
 - i. There is a Work bee coming up on Tuesday, they appreciate all of the help they can get. There are approximately 78 kids registered. 6pm-8:30pm.
 - ii. Registration numbers are similar to last month, there have been a few drops.
 - iii. Requesting that after fair registration is done, that we work on open cattle first so that they can determine the configuration of the barn.

- iv. Waiting on decoration guidelines to share their next LC meeting.
- v. Requested from Johnson Foundation a permanent sound system to be installed in the Rosa Arena.
- vi. There is a sign-up sheet with different time slots and locations for load in day. They are asking for volunteers to assist with load in day.
- vii. Rabbit cages assembled Monday night with Superintendent and Species chair.
- viii. All registrations are in. The total number of Dog registration is 35.
- ix. The next meeting will be June 26 at the fairgrounds.

12. Unfinished Business:

- a. No unfinished business

13. Committee Reports:

- a. Advertising – Wayne Bancroft and George Broad are going to Carolyné’s farm on Tuesday to redo the “Going to the Fair” commercial. Buses will start running ads in a few weeks.
- b. Animal Health & Welfare – Everybody is healthy so far.
- c. Animal Superintendent –
 - i. Have a couple of contracts that we are waiting for. Have superintendents posting barn rules.
 - ii. Would like us to not allow private security cameras on the grounds. This would need to be turned into a policy. Motion 6.8.23.3: A. Henning/J. Duell made motion that we do not allow any private surveillance cameras anywhere on the grounds (barns and campsites included). First offence, you will be asked to remove the camera. Second offence, the fair will remove the camera and return it to the owner at the end of the fair. Third offence, the violator will be removed from the fairgrounds and banned for a year. Any subsequent offenses will result in lifetime banning. **Motion Passed. This will be policy #34.**
 - iii. 4H would like to hang the signs and the decorations but would like the Fair board to hang the Grand/Reserve Champion signs from the rafters. It is a 14ft ceiling and a lift would be required.
 - iv. Keri –discussed at the cattle barn meeting: asking in writing, guidelines for decorations. They would like the Grand/Reserve ribbons to be hung different, so they stand out. All of the barns have different ways to hang decorations. There is someone willing to make brackets to hang the Grand/Reserve banners.

- v. Discussion regarding decorations - Will we across the board, allow decorations to be hung from the trusses or not? Idea of the club sign itself can be hung from the rafters but the decorations themselves must be hung along the wall. We will not supply a ladder for others to use, if they want to hang something by a rafter they can supply their own ladder. It should also be an adult hanging the decorations. Suggestion that the club signs are higher than the individual animal signs. The club signs will not be overpowering individual project decorations. This will be a barn rule, it pertains to the steer barn. Only the Club signs and the Grand/Reserve banners will be hung from the trusses.
- d. Annual Meeting/Nominating – Skipped
- e. Bingo – Using a 40x60 tent and the cost is less. We will continue to look for a second TV or use the office TV.
- f. Buildings & Grounds – The to install double roller gates in the pit entrance and replace the existing gate would be \$6,700. Repairing holes in the fence would be time and material. **Motion 6.8.23.4**
M.Lewis/A. Henning made motion to move forward with Apple Fence working on the gates and add on the 4 foot grandstand gate. **Motion Passed.** Todd Gutzka is going to continue working on the power upgrade, they will be done with the new wire before fair. They are working on their days off. Question about adding an ATM sign out in the campground. The freezer in the maintenance barn needs new gaskets around the doors.
- g. By-Laws/Policy – Skipped
- h. Campground – Have a lot of registrations. Camp Host will be coming in on the 12th. There is a bike race this weekend so we will have campers for that.
- i. Concessions – Have a few contracts to get out still but we are full and have a waiting list. Will have a committee meeting soon.
- j. Convention – Skipped
- k. Entertainment – All wrapped up, Carlyne is still working on more sponsors.
- l. Fair Camping – Mike has some registrations printed and they will start going through them.
- m. Fair Week Free Entertainment – Have one band contract to get back yet, everything else is done.
- n. Finance – Skipped

- o. Fundraising – Skipped
- p. Golf Cart Entertainment – Skipped
- q. Grants – Skipped
- r. Hiring & Labor – The secretary posting will be published on Facebook again. The one resume we did have sent did not receive a shining referral so we did not move forward with it. If you know anybody that can fill in let us know.
- s. Information Tent/Volunteers – Messaged Lori about the volunteer group. Volunteers are always needed and wanted.
- t. Kid's/Special Kid's Day – We will have a face painter for this year for 4 hours. Started looking for bikes. Have not yet talked with the firetruck or K9 units to walk around, but will look into both ideas.
- u. Memorial Wall – Mike has a few outstanding applications. Will add Agnes Arnold to the wall.
- v. Merchandising – Will have a meeting this next week to make final decisions on items and get the orders placed.
- w. Museum/Historical – Good for now.
- x. Non-Animal Superintendent – Officially will be hosting the 2023 State Homemaker of the Year event this year. Discussed getting a visitor from another fair to come this year with the intent of taking over next year. Also working on getting others to sit in the Evelyn/Heim building.
- y. Off Season Promotions – Skipped
- z. Pancake Breakfast – Prairie Farms donating white milk, we will order the chocolate milk. Food will be ordered from Yankee Boy Restaurant. The firemen will be helping with the pancake breakfast.
- aa. Parade – Olivia participated in the Mancelona Bass Festival last week. Have not heard from Cherry Festival if we have been accepted for the Thursday July 6th parade yet.
- bb. Parking – Cody has notified the bands that they will not be parking near the grandstand gates this year. Joe has someone willing to assist with parking. Times are 3:30pm -8:00 pm, we pay \$250 per night at 5-7 people each night and nobody under the age of 16. Need to think about striping the gravel/grass to assist with parking. Carlyne will talk to Bloxsom and Buzz.
- cc. Passes & Registration – Erika shared a video to assist with registration questions. The link to the video has been added to the registration page on the website. The video will also be shared on Facebook. Discussed issues with cards not authorizing. It is part of our Fraud

Detection. We will need a couple of people (3 would be ideal) to be in the office for 2-3 dates to assist with registrations on the computers. Tuesday June 13th during 4H Work Bee 6:00 pm - 8:30 pm, Saturday June 24th 9:00 am – 1:00 pm, and Friday June 30th 3:00 pm – 8:00 pm. They will also help over the phone if someone cannot make those times.

- dd. Planning – Skipped
- ee. Premium Book – Skipped
- ff. Queens – No applications yet.
- gg. Rentals & Contracts – Have all of the contracts back for Fair week items. The cleaning bid from Chelsea for cleaning during Fair week and off season. They are ready to start cleaning for our next event. June 16 -18 will be a new horse show that has not been on our grounds before. There are multiple events that weekend, hoof trimming, an event at the pavilion. The Great Page Circus is returning this year. Erika shared the calendar of events for the summer.
- hh. Ribbons – Ribbons are good, not yet ordered.
- ii. Safety & Security – We hired Elite Security Group.
- jj. Social Networking – Giveaways starting next week on Facebook.
- kk. Sponsorship – Blain’s sponsoring Rodeo \$4000, JK Whisper’s sponsoring lawnmower races, TSC allocated \$5000, Browne’s Electric sponsored the rodeo \$1000. Jimmy Johns sponsoring tough trucks \$1500. They will feed us the Friday before the fair. Will talk to Buckley Hardware and Pahl’s Country Store.
- ll. Technology – Three new iPads have been ordered. Tablets, iPhones, and kiosks have been ordered through Saffire for Tickets & Gates.
- mm. Ticket & Gates – Free Reign is filling the last slot that we had available. All week is covered. Would like to raise the amount to \$700 for Sunday’s TNT show. It would be an increase of \$350.
- nn. Veterans Memorial – All good with singer and a speaker and frozen custard.
- oo. Website – Shared the new website and a brief overview. Registration page with links has been added.
- pp. Winter Storage – Had a few cancellations that are being filled with people from the waiting list.

14. Adjournment:

- a. **Motion 6.8.23.5:** C. Woodhams/M. Barley made a motion to adjourn at 8:45 pm. **Motion Passed.**