

Northwestern Michigan Fair

Board of Directors Meeting

July 13, 2023

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
 - a. **Board Members Present:** Joe Hubbell, Sonya Youker, Al Henning, Erika Sprenger, Milt Lewis, Cody Foster, Carolyne Woodhams, Clarissa Johnston, Mike Barley, Karen Zenner, Tom Looks, Frank Guerin, Tammara Sanchez, Jill Duell (Speaker Phone)
 - b. **Board Members Absent:** Caleb Hubbell
 - c. **Visitors Present:** Laurie Ashley, Amanda Wilkins, Leslie Campbell, Kelly Saxton, Jayna Emery, Jen Yost, Nancy Vanderstel, Kathy Easter, Ben Walker
4. **Review Agenda**
 - a. **Motion 7.13.23.1:** M. Barley/A. Henning made a motion to approve July 13, 2023 Agenda. **Motion Passed.**
5. **Correspondence:** No correspondence.
6. **President's Report:** 22 days until fair. It is creeping up on us quick.
7. **Treasurer's Report:** Tammara went over the treasurer's report. Karen received a question about Mega Bands, we can accept cash via the office or credit cards via the online platform. We are not accepting personal checks.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 7.13.23.2** A. Henning/M. Barley made a motion to approve minutes from June 8, 2023 meeting as written. **Motion Passed.**
9. **Public Comment:**
 - a. A visitor inquired about volunteering during Fair Week, he is interested in running shuttles during the week of fair.
10. **New Business:**
 - a. Carolyne
 - i. Shared information regarding the "Vows with the Cows" event. Monday August 7th at 4:30 near the steer barn. We have had between 40-50 entries. Steve's Smoking BBQ is donating dinners, Arnold Amusements is donating a ride on the Big Wheel. Olds Floral and Design will be making bouquets and boutonnieres. We have sponsors that will be covering the cost of the event. Carolyne will perform the service. We need the sound system, Sonya is coordinating cows, Joel is assisting with the setup. Milt, Carolyne and anyone else that want's to will be screening the applicants to determine the 10 couples for the event. Applicants will be screened on Tuesday 7/20/23.
 - b. Tom/Joe
 - i. Discussed ice sales with the board. Cody has concerns about the amount of work and not a lot of profit. . Al suggests going with Chillin' Ice.
11. **4H Livestock Council:**
 - a. Nikki Brown:
 - i. We have been working with Al & Sonya for placement of the extra cattle. There will be 5 jr beef in the steer barn and 8 in the open cattle barn. Signage has been ordered to direct people towards the location of the cattle. Discussing ideas to get

cattle safely to the wash rack. Scale will be certified July 27. The next Work Bee on July 26th. Flowers will be picked up on July 25. Pen set up will be on July 26. The last livestock council meeting will be July 24th, Frank's attendance has been requested. 96 rabbit pens have been put together, there are still many more that need to be assembled. We do have notes ready regarding registrations and will be ready to discuss after Keri returns.

12. Unfinished Business:

- a. Clarissa
 - i. Discussed BASA assisting with the Information Tent. BATA buses having the to go and they will start advertising it and get it added to their route.
- b. Registrations
 - i. Al – received a letter from a member of his 4-H Club. Members were not registered through ShoWorks. Only the Camping, mega bands, and passes were registered. Asking for us to look at their orders and allow them to register. Morgan McNalley speaking of Sawyer and Olivia Berlson.
 - ii. Michelle Folkersma & Ashley Folkersma
 1. Has a receipt for \$20 on July 6th. \$15 cattle pen fee and the \$5 class fee, both were taken out of her account. Was not aware that there were drop down menus for the registrations. Did not watch the video. The account was created on July 6th, after the July 1st deadline. She will be receiving a refund for the pen fees. The July deadline was heard about in May and the date just got away from them. Does not feel like the kids should be punished for their parent's mistakes but does understand we have protocols and processes that we need to follow. The Fairboard has stood hard on the deadline and has told a lot of people that they are sorry. Michelle is not blaming everybody. The board will be having a meeting regarding the missed registrations.

13. Committee Reports:

- a. Advertising – Carolyn shared the NWMI Fair commercial that was recreated. It will start to air next week, the buses are out, radio commercials will start to air next week.
- b. Animal Health & Wellness – All healthy and well.
- c. Animal Superintendents – Have people sending in list of barn rules that Al will bring next week. Still have 2 contracts still out for judges, need a dog judge and an open horse judge. Rapp will be on duty for the week.
- d. Bingo – All set.
- e. Buildings & Grounds – Hot water heater upgrade is completed. The company rep. will tune the boiler in to make it run efficiently. The power upgrade is completed, needed to replace a transformer near the tanner building. Working on the tilt out windows on the goat barn. Will be working on the tower on Saturday. Copulas ordered for the poultry barn. They did brine for dust control and will do it again the week before fair. Sawdust will be donated by Grand Traverse Pallet. We will be spraying for bugs on the grounds this week. Milt would like to see if we could get the GFL trailers for hauling totes during the week. Joe will call his contact at GFL to inquire. We are in need of a dump truck for manure duty again this year. We have a few options that we are looking for. Joe will follow up with them tomorrow.
- f. Campground – it has been busy; we have been through two camp hosts. Sonya has had to put out a few fires and has asked people not to return.
- g. Concessions – Concessions are full and all set. Still getting messages inquiring about this year but they are being directed to next year.

- h. Entertainment – all set.
- i. Fair Camping – Mike, Karen and Mary Lynn were here on Sunday. They believe they are pretty good, they are working on a few tight spots and tweaking the setup. We will be very full.
- j. Fair Week Free Entertainment – All set.
- k. Golf Cart Enforcement – Carolyne will call Signplicity for stickers for the golf carts while she is placing the order for other items. Al, Cody and others will assist with check in.
- l. Information Tent and Volunteers – Clarissa says it is coming together.
- m. Kids' & Special Kids' Day – Police officers will be returning with the K9 units and will do another demonstration from 9am to noon. Joe will check with the 4H schedule. Home Depot will be returning again. Project Feed the Kids will be coming in to feed the kids again.
- n. Memorial Wall – Two name plates on order. Need text to Sonya with the layout of the names and dates. If anybody needs badges get them to Sonya ASAP.
- o. Merchandising – Items are on order and will be here before fair. Items will be T-shirts, sweatshirts and quarter zips sweatshirts. With board approval Mike would like to give out the felt pendants and koozies to kids on special kids day. Some items will be given to the radio stations as giveaways.
- p. Museum/Historical – Volunteers have returned and are all good.
- q. Non-Animal Superintendents – Have a quilt donated for the veteran's raffle. An Afghan has also been donated. Last year's winners' items will be at the barn again.
- r. Pancake Breakfast – GTR looked at the freezer, a few techs came out to look, one said it needed seals, the other said it just needed to be defrosted. The seals that came were the incorrect ones but after it was defrosted, it was turned back on and works properly. The griddles from Elmer's will be left here after the Elmer's event to be used for the pancake breakfast. We need a total of 8 gallons of syrup. We are ordering the juice and milk from prairie farms and Bruce will pay us for the cost.
- s. Parade – Clarissa thanked the 4H kids and parents for participating in the parade this year. Jill was the only Fair board director participating in the parade on Thursday.
- t. Parking – Project Feed the Kids will be doing parking all week.
- u. Queens – We have 2 applications. The deadline is the 15th. We are looking into giving out buttons when the Queen goes to events. Mike suggested handing out Fair pins from our merchandise. A button maker could also be used for Kids' and Special Kids' Day as an activity in the Heim building.
- v. Passes & Registrations – We will have a discussion after the meeting.
- w. Rentals & Contracts – Carolyne did speak with Buzz and has a contract drawn up. He is good with the \$500 if we give him pit passes and weekly gate passes. Carolyne also stopped and talked to Bloxsom roofing. They will need approximately 20 weekly gate passes. Joe talked with Give 'em A Brake and they plan on bringing everything down per normal. Erika has confirmed all of our contracts and rentals with everybody. GT County Sheriff wants us to double check the schedule for their overtime. Will need to move the EMTs to arrive early for the Motocross event. Andy will not be staying on the property this year and will get with one of us to transfer photos each night. Radios are coming from Radio North this year.
- x. Ribbons – Ribbons are all set.
- y. Safety & Security – All good. Sheriff's department.
- z. Social networking – We are getting a lot of ads on Facebook. Will start doing some live videos as we get closer to the fair. Facebook is now linked to the Ticker.

- aa. Sponsorship – Hutson’s will be bringing a gator. Ginop’s is going to sponsor an event, Carolyne will follow up with them. Carolyne shared what we received for grandstand events, the pancake breakfast, and Kids’/Special Kids’ Day. C&S Sewing will be donating 2 sewing machines to be used as giveaways. One to the Homemaker of the year and the other to a youth entry. Summit Co. did our annual fire inspections for free this year and donated several signs saying we are under camera surveillance.
- bb. Technology – The equipment for ticket scanners and sales are ordered and will arrive on 8/2. The ticket booth has been moved for the self-serve kiosks. Erika was working on banners/signage for the booth and will get the information to Carolyne.
- cc. Tickets & Gates – Volunteers are all booked, and we are waiting for one final contract. Joe will get the books to Tammara so they can be printed and binders made for the gates.
- dd. Veterans Memorial – All good. Frozen custard has been ordered.
- ee. Website – If you have sponsors let Milt know so he can get them on the site. If sponsors have logos send them to Milt or Tom.
- ff. Winter Storage – Receiving phone calls for winter storage already.

14. **Adjournment:**

- a. **Motion 7.13.23.3:** C. Johnston/M. Barley made a motion to adjourn at 8:40 pm. **Motion Passed.**