

Northwestern Michigan Fair

Board of Directors Meeting

April 13, 2023

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:02 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, Carolyn Woodhams, Clarissa Johnston, Mike Barley, Karen Zenner, Tom Looks, Frank Guerin
 - b. **Board Members Absent:** Tammara Sanchez, Jill Duell, Caleb Hubbell
 - c. **Visitors Present:** Teresa Monroe, Laurie Ashley, Curtis Walters, Amanda Wilkins, Nicki Brown, Todd Brown, Lindsay Susalski, Leslie Campbell, Ben Walker, Robin Gildner
4. **Review Agenda**
 - a. **Motion 4.13.23.1:** M. Barley/M. Lewis made a motion to approve April 13, 2023 Agenda as amended. **Motion Passed.**
5. **Correspondence:** No correspondence.
6. **President's Report:** 115 days until fair.
7. **Treasurer's Report:** Erika went over the treasurer's report.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 4.13.23.2** M. Lewis/M. Barley made a motion to approve minutes from March 9, 2023 meeting as written. **Motion Passed.**
9. **Public Comment:**
 - a. No Public Comment
10. **New Business:**
 - a. Curtis Walters (Northwest Regional Fire Training Center)
 - i. Looking for a future expansion of the property. Outreach is not only local, but also state and federal government. They are not affiliated with the college. They need more room, space, and facilities to continue to meet the training needs. Would like to add additional live burn facilities. The expansion will also incorporate maritime fire training. Tuition barely covers the instructors and utilities. The budget for the project is approximately \$125,000. They operate on a very tight budget. Chief Tuller added that the burn tower is the first one built by the company that manufactures them. They use the training for

real life structures/houses. The plan is to build the structure to be self-supporting modular design so if other sections need to be replaced, they can. They are supported by the 26 membership departments. All contractors and workers will be local.

- ii. Joe H – We will review the information as a board and make a decision.
- iii. Milt – Would it be possible to get some of the membership to assist during the week of fair? Curtis indicated they would be interested in being involved during the week of fair.

b. Julie Brown

- i. Bayside Travelers Country Dance Society also, Traditional Dance Society. Going into our 40th year of putting on dances. Just getting started again after COVID and had approximately 50 people participated. They do countryside square dancing and are interested in putting on a dance at the fairgrounds. They are the organization that organizes the dances, vendors, rents the venue. Thinks the interaction is very important and would like to see it continue in today's world. Interested in holding a dance during fair week. Dances start with a ½ hour beginner's workshop and from there the participants can dance the whole night. Base the dances on the level of the dancers. Each evening the cost is \$125 for the caller and \$325 for the band.
- ii. The board will have further discussion on the topic and Tammara will be in contact with Julie.

c. Milt Lewis

- i. Last few years we have been having issue with people coming in the pit gate and hitting it. Suggesting that we open the gate wider, remove the existing gate, and install two sliding gates.
- ii. Joe will call Apple Fence and get a price on the gates.

d. Lindsay Susalski (Advent Lutheran Church)

- i. Holding Bingo again at the fair. Last year families/groups would come into the bingo tent but leave because they didn't have room to sit together. They are asking for a larger tent this year. The tent is currently 30ft x 60ft.
- ii. Erika will ask GJ's Rentals for availability and larger tent sizes.

11.4H Livestock Council:

- a. Nikki Brown – Registration Numbers: 5 Cavies, 35 Dairy Feeders, 14 Dog, 50 Goats, 23 Horses, 103 (60 market animals) Jr. Beef, 70 lambs,

91 Large Beef, 24 Llamas, 83 Market Poultry, 73 Show Poultry, 51 Rabbits, 169 Swine

- b. May 6 first work bee will be all day – will have the vacuum truck on site for cleanup.
- c. May 10th is the second work bee from 6pm-8:30pm
- d. Education expo is signed up for the GT Resort for 2024 instead of the Great Wolf Lodge.

12. Unfinished Business:

- a. Erika for Tammara Sanchez
 - i. ADP in process for payroll and Tobin will be the CPA.

13. Committee Reports:

- a. Tom – Shared a draft of the 2024 Premium Book. Shared the new website design.
- b. Milt – Tom shared the website. Winter storage almost everything is out of the barns.
- c. Carlyne – working with 7&4 for advertising commercials, we are not doing billboards this year. We will be doing BATA buses again this year. Bylaws & Policy have been looking over the policies will have a zoom meeting. Waiting to hear back on a few sponsors for how much and what they are going to sponsor in the grandstands. Joe suggested if Kendall Electric has an issue with sponsoring a grandstand event, possibly they could trade materials for projects instead.
- d. Karen – nothing for fair camping yet. We can fit approximately 399 campers total including the campground. The number does not include vendor camping.
- e. Sonya – Taking reservations for the campground. Rebecca will know in the next week or so if they are returning. Sonya now has a larger ribbon room thanks to 4H. May 12 is the open date of the campground. Will have to order ribbons waiting on numbers from 4H and the Evelyn Heim Building.
- f. Al – Animal health, keeping an eye on swine flu and avian flu. MDARD is getting close to pushing a 3 day limit for swine being on the grounds. Upcoming rabbit hemorrhagic disease is going around but is not in the State of Michigan currently. We will need to make sure to keep fans and ventilation working if the week of fair is as hot as it has been this week. Veteran's Memorial we will have frozen custard, and working on a speaker, a singer and will need a sound system. Frank will assist with the PA system.

- g. Erika – May 6, during work bee horse stalls will be going up. Will take help from able bodies. May 12-14 is the first event on the grounds, 4H Horse Boot Camp. Rebecca will be cleaning again if she is here this summer. Cattle Show has setup/animals coming in May 20th and the event is May 21st.
- h. Clarissa – Talked with Lori from BASA again, they are confident they have a large group of volunteers that will be able to cover our information tent. Interlochen Library has a monthly craft day and will try to catch up with them to see if they will come in to do crafts in the Evelyn Heim building. Queen Olivia read at the Mancelona Schools. She has a summer schedule for parades and festivals.
- i. Cody – Entertainment committee will be meeting within the next couple of weeks. Free entertainment – Backwoods Band is planning on coming back again this year, Cody has contacted Mr. Broad also. Chainsaw carving guy has a lot of ideas for this year. Would still like to pursue the raffle idea and obtaining a raffle license.
- j. Frank – Bingo needs a larger tent. Concessions contracts from last year are good, we have about 7 new vendors trying to get in. Would like to think about adding some tables or seating, etc. near the Grandstand area.
- k. Mike – Merchandise committee will have a meeting soon and look at another arraignment idea that could possibly be a better fit. They will report the decision at the next board meeting.
- l. Joe – Buildings and Grounds information from Caleb who will send an email to everybody. His number of \$18,000 is pretty accurate. ETNA salesperson was on site and suggested a boiler and boiler mate which is the same system that Caleb proposed. Looking at tilt out windows like the rabbit barn to build/install on the goat barn. Met with Mikey from Browne Electric the cost to install LED lights in the Evelyn Heim Building is approximately \$3,000. Replacing light on JR. Beef Barn is \$150. Moving plugs down from the top in the steer barn \$2,000. Maintenance barn upgrades would be approximately \$5,000. Each maintenance barn get their own 200-amp service and have room to add another panel in the future. Currently the service goes to the museum, maintenance barns and all the campers in between. No vote needed as it is part of the budget. Primary power upgrades working with C&C Power who has a boring machine now. Discussed concrete in the draft horse barn. Looking into fundraising options to change the stalls and adding the concrete. Joe has sent everybody the contact for

the parking lot people. Safety and Security – Elite Security Group is on board, they are very professional to work with.

14. Adjournment:

- a. **Motion 4.13.23.3:** S. Youker/A. Henning made a motion to adjourn at 9:00 pm. **Motion Passed.**