

# Northwestern Michigan Fair

## Board of Directors Meeting

September 14, 2023

1. **Call to Order:** Meeting called to order by Joe Hubbell at 6:59 pm.
2. **Pledge of Allegiance:** Led by Karen Zenner
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, Tammara Sanchez, Jill Duell
  - b. **Board Members Absent:** Frank Guerin, Caleb Hubbell
  - c. **Visitors Present:** Laurie Ashley, Miranda Ashley, Amanda Wilkins, Kelly Saxton, MaryLynn Robertson, Keri Bancroft, Sherri & Mike Forton, Rebecca Schaub, Molly Caminata, Brooke Schaub, Todd & Nicki Brown, Pat Megregian, Carolyne Hoffmann, Tawyna Churchill, Ben Walker, Kathy Easter
4. **Review Agenda**
  - a. **Motion 9.14.23.1:** M. Barley/C. Foster made a motion to approve September 14, 2023 Agenda. **Motion Passed.**
5. **Correspondence:** No Correspondence.
6. **President's Report:** No Report.
7. **Treasurer's Report:** Tammara shared the treasurer's report. Karen had a question about the Saffire fees, we will discuss at a separate meeting.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 9.14.23.2:** A. Henning/C. Woodhams made a motion to approve minutes from August 17, 2023 meeting as written. **Motion Passed.**
9. **Public Comment:**
  - a. Dustin - Flaska Landscaping – Property across the street, have experienced a large pest issue. Have reached out to the board several times, offering equipment and whatever they can as a business. Feel like the issue needs attention and the issue has not received a lot of response.
  - b. Miranda – Miranda brought a Thank You note and photo for buying birds during the fair auction.
10. **New Business:**
  - a. Grand Traverse Kennel Club – Pat, Carolyne, Tawnya– the club is a member of the American Kennel Club. They want to clarify previous issues and new rules they might not have been aware of. The club was founded in 1967, they moved to the fairgrounds around 2012-2013. They have about 300 dogs per day that are entered and appreciate the security of the fairgrounds. Last year received a message from Erika about rule changes. They have worked last year trying to find a new facility. They are asking to have a dog show next year, they have paid the \$50 save the date fee. Dog shows do make money and they are very expensive to put on. They have always added a little bit of money to the camping to offset the costs. Erika: The camping is \$27 per night after discount, spots are to be reserved and collected by the camp host. In the past they were charging \$40 and keeping the difference from our \$27. They would like contact information for the camp host. Tonya will be the liaison between the club and the fairgrounds. Carolyne: Question about what buildings were available. They used to use the Heim Building but would

possibly like to use the Rabbit Barn and would like those added to their contract. There was a question about parking. Erika: Parking is to be in the gravel areas or the parking lot, parking cannot be in the grass areas. Erika suggested having a meeting after the board meeting to discuss further details. Joe asked if the rental is the same one that takes their deposit out of their final payment. Our maintenance staff was required to clean up hair out of the barns after they were used for grooming. The 4-H Livestock Council has also cleaned up hair in the past. The deposit and half of the rental fee needs to be paid up front, the second half is to be paid at the end of the event and the fair will return the deposit. The event will be June 13, 14, 15, 16, of 2024. Joe warned that there may be a large project going on in the grandstand area during the event. We will do our best to keep the noise down. Carolyne: Asked about using the food booth, and utilizing a grill for food. Erika will recommend a few food trucks that may be able to come out to the fairgrounds. Tonya described Fast Cat event and asked about space available. Joe directed the discussion to go to a committee meeting.

- b. Tammara Sanchez
  - i. The ATM needs to be serviced and have not been able to get anybody to come out to service the ATM because it is not owned by a bank. She does have one more person that she is going to try to call. The issue seems to be a belt that is slipping off. The ATM has been emptied and the money will be deposited into our account. Milt suggests replacing the current ATM with a newer more reliable one.
  - ii. Tammara thought she had another batch of premium checks, we do not. Tammara will order 1000 checks. They will be here September 29<sup>th</sup> and will be printed after they arrive. Some of the checks do not clear and are only \$3. We can do cash at the end of fair and eliminate the \$3 check and postage. The majority of our checks are worth \$3 which would go to cash and then be signed for by the individual receiving it. This needs to be thought about and discussed in the future. Some of the checks are from 2017 and have yet to be cashed, they are invalid after 90 days.
  - iii. Tammara emailed the budget to everybody as well as a printed copy. **Motion 9.14.23.3:** C. Johnston/C. Woodhams motion to approve the new budget. **Motion Passed.**

**11. 4H Livestock Council:**

- a. Keri Bancroft – 6 species chair up and 7 applicants. One applicant was not old enough until after they would take the position. They will be voted on at the October meeting. Greg Bancroft and Haven Bouwens are new species chairs. They both were assistants in the past. They are working with Erika for the work bee schedule for next year.

**12. Unfinished Business:** None

**13. Committee Reports:**

- a. Sonya: We have a few campers remaining. The campground will be closing October 1<sup>st</sup>, it can be winterized.
- b. Al: 3 people have bid on 3 superintendent positions that have opened up. Swine, Rabbit and Goat.
- c. Erika: Hot tub sales are setting up this weekend. The Northern Lights Goat show will be coming in starting 9/15/23. Draft Horse Clinic September 23<sup>rd</sup>, they will be raising money for the Draft Horse Barn. There will be a Barktoberfest in October which is a dog sledding event/demonstration. Horse stalls will be coming down this Sunday, looking at the possibility of using a weekday. Erika will not be able to step into the Treasurer position next year.

- d. Tammara: Working on the 120 day report, requested items from Tom. Also filed our annual report. We have two board applications. One is Tom and the other is Molly Caminata. Molly thanks the board and hopes her application is considered.
- e. Jill: All good.
- f. Milt: Taking in more merchandise for the museum. The website does have some fillable applications. Winter storage is coming up October 1<sup>st</sup>. We have approximately 50 people on the waiting list. Karen asked about the photos on Facebook. Some people are asking her where the photos are. They will go on the website during the winter.
- g. Carolyne: Advertising is wrapped up. We have no By-law changes submitted. Keri asked if next year their thank you can be added to the Record Eagle at the same time. Carolyne is updating the sponsorship packet and has people asking about it already.
- h. Karen: Asked about Convention Committee. Carolyne and Tammara will help Karen with it.
- i. Clarissa: Nothing.
- j. Cody: Nothing.
- k. Tom: Will have a training with Mary from Byte productions at the end of the month. DNS settings have been updated so we can use the @northwesternmichiganfair.net emails.
- l. Mike: All merchandise has been inventoried. The boxes are placed in the back storage room. Turned in Memorial Wall forms to Tom as well as blanks.
- m. Joe: For buildings and grounds: Tanner building has a sample light installed. Please check it out. These would be planned for the Rosa and Haberlein areas. The Grandstand Bleacher Quote is \$381,000 for all including shipping. 50% is required to be paid up front and cannot be cancelled once it is placed. Mikey with Medler electric is working on quotes for light poles and lights. Joe will meet with Bill Crane about a site plan. The goat barn doors should be here next week. Joe will get with Caleb and Joel to winterize the grounds. It would increase our seating capacity by about 1400 seats. Total seating capacity would be 3500. The Houston's from Cow Camp are interested in looking at our current bleachers and possibly purchasing them.

**14. Adjournment:**

- a. **Motion 9.14.23.4:** S. Youker/M. Barley made motion to adjourn at 9:17 pm. **Motion passed.**