

# Northwestern Michigan Fair

## Board of Directors Meeting

### January 16, 2025

1. **Call to Order:** Meeting called to order by Frank Guerin at 7:00 pm.
2. **Pledge of Allegiance:** Led by Karen Zenner.
3. **Roll Call:** By Tom Looks

*Note: (V) indicates the attendee was attending virtually.*

  - a. **Board Members Present:** Clarissa Johnston, Erika Sprenger, Frank Guerin, Jill Duell (V), Jack Hubbell, Karen Zenner (V), Laurie Ashley, Milt Lewis, Molly Caminata, Sonya Youker, Tom Looks
  - b. **Board Members Absent:** Carolyne Woodhams, Cody Foster, Joe Hubbell, Tammara Sanchez
  - c. **Visitors Present:** Amanda Wilkins, Sherri Forton, Patrick McCarry, Faith Grose (V), Katrina Grose (V), Shayna Conger (V), Ben Walker, Al Henning, Keri Bancroft, Greg Bancroft, Nicki Brown, Jess Hodges
4. **Review Agenda**
  - a. **Motion 1.16.25.1:** Jack Hubbell/E. Sprenger made a motion to approve January 16, 2025 Agenda as amended. **Motion passed.**
5. **Correspondence:** Tom shared a thank you letter from Buckley Community Schools and holiday cards.
6. **President's Report:** No President's Report. 198 Days until fair.
7. **Treasurer's Report:** Tom shared the treasurer's report. Joel and Amy returned the check from convention, they were unable to attend. Karen asked about the \$1,000 for Buckley Community Schools. They worked at one of the gates during fair week.
8. **Presentation & Approval of Meeting Minutes:**
  - a. **Motion 1.16.25.2:** Jack Hubbell/C. Johnston made a motion to approve minutes from December 12, 2024 meeting as written. **Motion passed.**
9. **Public Comment:** Duke Elsner – Thank you all for the commemorative note regarding Gale. Duke has committed to funding a portion of a new cooler for the Tanner Building. The cooler purchase will be inquired about, and someone will reach out to Duke.
10. **New Business:**
  - a. Jess Hodges – Saffire Ticketing – Met with Tom, Tammara and Erika at convention and was asked to present on what Saffire could do for our website and ticketing. Jess has talked with our web account manager Bettina about some ideas. Jess shared a desktop and mobile version of a website example. Jess talked about utilizing forms for registration items, campground sites, a map feature, schedule feature for website items. Also discussed was utilizing a QR code to take payments for camping. Saffire would be able to host our emails at a standard Fair email address. Jess also discussed having a support team through Saffire. Erika added that by using Saffire for the website it would help streamline forms and eliminate multiple websites being meshed together. We have not received official pricing currently.
11. **4H Livestock Council:**
  - a. Keri Bancroft– 4H large beef registration deadline has been extended. MSU controls all of the registration forms. Swine registration will be next. The Education Expo is February 23<sup>rd</sup> at the GT Resort., sessions start at 9 and end at 4pm. Work Bee dates are on the Livestock Council Calendar.
12. **Unfinished Business:**
  - a. Clarissa Johnston – Provided an update on the scholarship for Queen Kelsey and potential changes to the Queen contract. Any contract changes to the queen scholarship would be for future queens. Discussion was held about the possibility of assisting with a lesser amount even though she is not going to a formal education institution. This will be tabled until the next meeting. Clarissa will bring more information to the next board meeting.

### 13. Committee Reports:

- a. Sonya –
  - i. Asked question about who the chairperson of the Rentals & Contracts committee is. Discussion was held about the Rentals committee and the role of the 4H Liaison. Erika proposed changing the time when committee chairpersons and memberships are decided. The by-law regarding committees was reviewed.
  - ii. Amanda received applications for superintendents. All that have applied are currently sitting in those positions. **Motion 1.16.25.3:** E. Sprenger/Jack Hubbell made motion accept all superintendent applications as presented for the subsequent terms of service. **Motion Passed.**
  - iii. Camping registrations are starting to come in already.
- b. Nicki Brown asked about committee chair and co-chair positions requiring a director to fill both positions. The policy regarding chairperson and co-chairpersons was reviewed.
- c. Erika – Meeting tomorrow with the NMC Visual communications group. We were selected as one of their non-profits. Asking for assistance with the Premium Book cover, possibly the trifold, merchandise, general advertising images.
- d. Laurie – Attended a grants class at convention and have many more places to search for grants. We are not eligible for the MDARD grant this year but there are others that we may be able to apply for that could cover ribbons or other show expenses. Laurie will do more research. Did receive 4 updates for the Premium Book in December. Will be working on the final call for updates to the Premium Book.
- e. Clarissa – State Homemaker is moved to the State Fair in Novi and is on August 28<sup>th</sup>. Applications for parades have started already. Will be reviewing summer events with Queen Ashley.
- f. Milt – Working on updating the Calendar of Events. Let Milt know of any other updates.
- g. Molly – Lake Ann Lions club is committed to running bingo all week this year. Shopping for new Bingo equipment.
- h. Jack – May have Straightline Fence go around a touch up fence on areas that need attention.
- i. Tom –
  - i. Spectrum Business moving phone system to a cell phone with the main phone number or a new number and forward the existing? If we use a new number, it would be free for a year. If we transfer an existing Spectrum number to a mobile device we can also do that, but it will be \$30 a month and a \$20 activation fee. Also, what device would we use? **Motion 1.16.25.4:** M. Lewis/F. Guerin made a motion to move the office phone to a cell phone through Spectrum Business using the existing phone number. **Motion Passed.**
  - ii. Possibility of internships that could assist with the office secretary position and information tent.
  - iii. Going to start updating the ticketing website for 2025.
- j. Tom shared for Tammara.
- k. Karen – Nothing to report. At convention did like the 123IMP system for the fair camping. They would pay online and automatically get a number for the site.
- l. Jill – Looked at a lot of new vendors for kids' items but would like to stick with local people that we are currently using.
- m. Frank – Have one vendor spot outside and 2-3 emails expressing interest.

### 14. Adjournment:

- a. **Motion 1.16.25.5:** S. Youker/Jack Hubbell made a motion to adjourn at 8:35 pm. **Motion passed.**