

Northwestern Michigan Fair

Board of Directors Meeting – Held via Microsoft Teams

December 12, 2024

1. **Call to Order:** Meeting called to order by Joe Hubbell at 7:01 pm.
2. **Pledge of Allegiance:** Led by Frank Guerin.
3. **Roll Call:** By Tom Looks
 - a. **Board Members Present:** Carolyn Woodhams, Clarissa Johnston, Cody Foster, Erika Sprenger, Frank Guerin, Jill Duell, Jack Hubbell, Joe Hubbell, Karen Zenner, Laurie Ashley, Milt Lewis, Molly Caminata, Tammara Sanchez, Tom Looks
 - b. **Board Members Absent:** Jill Duell, Sonya Youker
 - c. **Visitors Present:** Nicki Brown, Amanda Wilkins, Sherri Forton
4. **Review Agenda**
 - a. **Motion 12.12.24.1:** T. Sanchez/E. Sprenger made a motion to approve December 12, 2024 Agenda as written. **Motion passed.**
5. **Correspondence:** Received a letter in the mail from our workman's comp insurance. We did not receive an invoice so it has not been paid. The current policy is going to be cancelled. Joe is working on a solution with our insurance company. Tammara is working on an audit for the policy, but the company is not calling her back.
6. **President's Report:** No President's Report
7. **Treasurer's Report:** Tammara shared the treasurer's report.
8. **Presentation & Approval of Meeting Minutes:**
 - a. **Motion 12.12.24.2:** E. Sprenger/C. Woodhams made a motion to approve minutes from November 14, 2024 meeting as written. **Motion passed.**
9. **Public Comment:** No Public Comment.
10. **New Business:**
 - a. Tammara – The church lets us use their building for free. Proposing that we donate \$100 or \$150 to them in good faith. **Motion 12.12.24.3:** C. Woodhams/Jack Hubbell made motion that we give Redeemer Lutheran Church a donation of \$200 for letting us use their church. **Motion Passed.**
11. **4H Livestock Council:**
 - a. Nicki Brown – Have a full executive board. Shayna Conger has been appointed as secretary and Faith Grose as Deputy Treasurer. Lamb specie chair will be out for applications. Registration were open MSU has asked them be closed. We have removed the date of birth from the form. We are working with MSU to figure out what to do because we will miss the Cattle Deadline. Date of birth changes for Lambs and Dairy Feeder to 12/1/24. Education expo is February 23rd.
12. **Unfinished Business:**
 - a. No unfinished business
13. **Committee Reports:**
 - a. Carolyn – Working on sponsors already. Have had a few sponsors reach out to her that missed last year.
 - b. Clarissa – Did ordered the two shirts so Jack will match with us at convention. Also have ordered a few shirts for Ashley. She has been active and participated in the Kalkaska Christmas parade.
 - c. Cody – No new updates. With scheduling we are looking at one rodeo on Saturday, moving the Tough Truck event back and then looking for a new event while we are at

convention. Will also be looking for new entertainment for the free entertainment section of our fair week that is more interactive. Please send Cody any ideas.

- d. Erika – NMC visual communications department is looking for nonprofit organizations to assist with any graphic support and advertising. etc. Erika did reach out to them and is waiting to hear back.
- e. Frank – Penciled in calendar for next year and our rentals are basically full. Red Dresser wants to add Monday to their list of days. The Kennel Club is going to be doing a new type of dog show in the parking lot. The Pages Circus wants to return but the days are already booked with a horse show. Have one or possibly two spots for vendors for next year.
- f. Jack – Discussed adding irrigation and grass in front of the grandstands. Having irrigation company come in to give us a quote.
- g. Jill – Nothing.
- h. Karen – Nothing but thank you for the virtual meeting. Willing to meet up with convention checks so you do not need to go to the fair office.
- i. Laurie – Going to get started on the premium book after the holidays.
- j. Milt – Winter storage had about 13 no shows, 7 of them have been filled since the beginning of November.
- k. Molly – spoke to Lindsey about Bethlehem Lutheran Church and they cannot committee to the whole week. Trying to get in contact with Becky from the Lake Ann Lions club.
- l. Tammara – Looking at Jessica Hodges for the Gate Manager position. She has accepted a job with Saffire so it creates a conflict of interest, but she will be recommending a few other people. The job description has been created. Convention and rooms have been confirmed.
- m. Tom – Reached out to Spectrum regarding a cell phone for the office. Question from Karen about the committee cards assigning chairperson and co-chairperson. The committee can elect a chairperson or co-chairperson at any time. If the chairperson were to leave the committee needs to get together and elect the chairperson and co-chairperson. Milt agrees with Karen that the wording of Chairperson and Co-Chairperson to be determined from the committee needs to be removed. Joe – for everyone that is on the meeting, and we will include Sonya. If the committee feels that the chairperson or co-chairperson needs to change, then get together to figure it out.
- n. Milt did receive an email for Sonya running for re-election of her superintendent position. Sherri Forton sent an application via email and mail. Erika will send hers to Milt. Cattle Dog
- o. Joe – adding to Jack's committee. Tom, Frank, Jack and Joe will be plowing at the fairground this winter.

14. Adjournment:

- a. **Motion 12.12.24.4:** K. Zenner/C. Woodhams made a motion to adjourn at 8:02 pm.
Motion passed.