

St. Joseph County Grange Fair

Board Meeting Minutes

April 3, 2023

Fair Office

St. Joseph County Grange Fair

316 East Charlotte Street

Centreville, MI 49032

President Keith Bower called the St. Joseph County Grange Fair Association Fair Board Meeting to order at 6:02 p.m. in the Fair Office located on the Fairgrounds of the St. Joseph County Grange Fair in Centreville Michigan.

Pledge of Allegiance: The St. Joseph County Grange Fair Association Fair Board Directors stated the Pledge of Allegiance at 6:02 p.m.

Present: The St. Joseph County Grange Fair Board Members that were present; Keith Bower, Angie Mingus, Christina Yunker, Mindy Timm, Gary Clark, Bill Lindsley, Betty Persons, Tricia Ulsh, and Barb Weston.

Absent Directors: Charlie Carpenter, Deborah Davis, Tom Miller, and Bill Younts

Excuse any absent Directors:

MOTION by: Christina Yunker, Second by: Angie Mingus

Motion was made to excuse the absent Directors was made by: Christina Yunker and second was made by: Angie Mingus. **Motion passed 10-0.**

4-H Update – Kayla Mitchell:

Kayla Mitchell could not make it to the meeting because she had a family emergency.

Sturgis Bank and Trust:

Sturgis Bank and Trust did not show up to the meeting.

Oz, President of Security and Protective Services:

Oz Chugthai, President of Security Protective Services went through and reviewed the proposals that all Fair Board Directors received before the meeting. One more bathroom needs to be added to the quote with corrected pricing. Oz stated that he has group of people that he brings in and will manage. He also has a golf cart and gator he can bring for Fair Week. He will charge an additional \$2,700 for the bathroom. The Fair Board of Directors had discussions regarding the proposals and asked if they wanted to get a quote from the Sherriff's Department as well for the Security part.

MOTION by: Mindy Timm, Second by: Angie Mingus

Motion was made to proceed with the bathroom and trash quote as presented by OZ, but not to exceed more than \$16,000, was made by: Mindy Timm and the second was made by: Angie Mingus.

Motion passed 10-0

Review and Approval of the Agenda:

MOTION by: Angie Mingus, Second by: Christina Yunker

Motion was made to approve the meeting agenda as presented, was made by: Angie Mingus and the second was made by: Christina Yunker.

Motion passed 10-0

Adopting of the Minutes:

MOTION by: Angie Mingus, Second by: Tricia Ulsh

Motion was made to approve the March 6, 2023, Fair Board Meeting minutes with stated corrections, was made by: Angie Mingus and the second was made by: Tricia Ulsh.

Motion passed 10-0

Recognition of Visitors:

Visitors at the meeting were: Stacey Bower, Ronnie Bauman Jr., Ella Yunker, Austyn Payne, Ryan Waltke, Cindy Mingus, Bobbi Jo Newland, Kris Kirsch, Norma Switalski, Marcus Finnerman, Derek Maystead, Amy Maystead, Barb Wise, Aizaz Chughtni, Joe Jones, Edward Klein, Nyla Erhardt, Brain Decker, Clay Decker, Trish Cunningham, DeWayne Cunningham, and David Yunker.

Public Comments:

The following people stood up and spoke during public comment:

- Bobbi Jo Newland

Appoint a Fair Association Member the Open Fair Board Seat/Position:

- Association Members we received letters of interest from:
 - Ronnie Bauman
 - DeWayne Cunningham
 - Kristine Kirsch
- Ronnie Bauman, DeWayne Cunningham, and Kristine Kirsch each stood up and stated why they would like to be appointed to the open seat and what they can bring to the Fair Board.
- President Keith Bower stated that we will have a paper vote to narrow the field down to two candidates. First vote you are writing down one name. President Keith Bower voted in this vote.

*****Vote # 1 Results:***

- Ronnie Bauman – 3 votes
- DeWayne Cunningham – 1 vote

- Kristine Kirsch – 6 votes

- President Keith Bower stated that now you are voting for Ronnie Bauman or Kristine Kirsch to fill our open seat/position. President Keith Bower voted in this vote.
 - **Vote # 2 Results:**
 - Ronnie Bauman – 2 votes
 - Kristine Kirsch – 8 votes

- Kristine Kirsch is the new Fair Board Director.

Treasurer’s Report:

Fair Board Treasure, Christina Yunker presented the Fair Board with the following Financial Reports; Statement of Financial Position, Statement of Cash Flows, and Statement of Activity from January 1, 2023, to April 3, 2023.

MOTION by: Angie Mingus, Second by: Tricia Ulsh

Motion to place on the record the Treasure’s report that was presented to the Fair Board was made by: Angie Mingus and the second was made by: Tricia Ulsh.

Motion passed 11-0

Correspondences:

- a. Norma Switalski’ s Letter
 - Mindy Timm read Norma’s letter to the Fair Board

- a. Dena West’s Letter
 - Mindy Timm read Dena West’s letter to the Fair Board

- b. Sturgis Chamber of Commerce Letter

Director Reports and updates for the Committee’s each Director Head’s up

- ***Bill Younts – Bill was absent from the meeting; he was sick.***
 - *4-H Extension and Liaison Committee-*
 - *Grants/Legacy Committee-*
 - *Birthing Tent Committee-*

- ***Debbie Davis – Debbie was absent from the meeting; she was on vacation.***

- ***Keith Bower***
 - *Entertainment Committee- No report to give.*

- *Ice Committee*- No report to give.
- ***Charlie Carpenter – Charlie was absent from the meeting; he was sick.***
 - Buildings and Grounds Committee –
 - Fair Week Maintenance –
 - Harness Racing –
- ***Gary Clark***
 - *Courtesy Cart Committee* – Gary is currently working on courtesy cart sponsors for Fair Week.
- ***Angie Mingus***
 - *Machinery Dealers/Tractors Committee*- No report to give.
 - *Buildings and Grounds Committee* – We have a new flex-wing mower. That has replaced the batwing. Harry Pollitt is working on getting electricity out to the new digital marquee/sign. Angie stated that we need to decide on what we are doing with the no forklift situation. Fair Board Directors had discussion on this.

MOTION by: Gary Clark, Second by: Kristine Kirsch

Motion to buy a forklift for no more than \$40,000 was made by: Gary Clark and the second was made by: Kristine Kirsch.

Motion passed 11-0

- *Beer Tent*- No report to give.
- *Heritage Park Committee* – No report to give.
- *Food Vendors and Commercial Barns* – No report to give.
- *Marquee/New Digital Sign* – Harry Pollitt is working on getting power out to the sign.
- ***Bill Lindsley***
 - *No report to give.*
- ***Tom Miller – Tom was absent from the meeting; he was on vacation.***
 - *Hall of Fame/Awards Committee*-
 - *Porters and Security*-
- ***Tricia Ulsh***
 - *Grange Building Superintendent*- No report to give.
 - *Milking Parlor* – No report to give.
 - *Policy and By-Laws Committee* – The policy and by-law committee had another meeting on March 25, 2023, at 9 a.m. in the Fair Office. They are making great progress. During their meeting they discussed the drone policy and changing the policy to state: “Drone use shall be performed in accordance with the current revision of federal regulation 14 CFR Part 107 and the operator shall have proof valid liability insurance.”

MOTION by: Christina Yunker, Second by: Angie Mingus

Motion to update our drone policy to state: "Drone use shall be performed in accordance with the current revision of federal regulation 14 CFR Part 107 and the operator shall have proof valid liability insurance.", was made by: Christina Yunker and second was made by: Angie Mingus

Motion Passed – Roll Call Vote.

11- Yes

0 – No

- **Betty Persons**
 - *Superintendent of the Home Arts Building-* Betty would like to clean her barn out to get a head start on this year.

- **Barb Weston**
 - *Community Tent Committee-* No report to give.
 - *Free-Stage Committee-* No report to give.
 - *Fair T-Shirt –* Joey Hamilton at Superior Receipt is working on the artwork for the 2023 Fair and Fair T- shirt.
 - *Personnel Committee –*Jim Susemhill stood up and presented to the Fair Board on behalf of the Personnel Committee. The Personnel received 4 applications for the Managers position. The Personnel Committee met and reviewed all the applications and had discussions about each candidate. The committee had one top candidate that was everyone's top pick and stood out from the rest of the candidates. The Fair Board of Directors had discussion on what to do next and who to interview.

MOTION by: Mindy Timm, Second by: Angie Mingus

Motion to interview the number one/ top candidate that the Personnel Committee has picked was made by: Mindy Timm and the second was made by: Angie Mingus.

Motion DID NOT pass- Roll Call Vote. Christina Yunker abstained from the vote.

3 – Yes

6 – No

MOTION by: Angie Mingus, Second by: Kristine Kirsch

Motion to go into a closed meeting to discuss the four candidates was made by: Angie Mingus and the second was made by: Kristine Kirsch. Christina Yunker and Penny Waltke were asked to leave for the closed session as they both have conflict of interests.

Motion Passed 11-0

****The Fair Board went into closed session at 7:40 p.m.**

MOTION by: Angie Mingus, Second by: Kristine Kirsch

Motion to go back into open session, was made by: Angie Mingus and the second was made by Kristine Kirsch.

Motion Passed 9-0

****The Fair Board went back into open session at 8:00 p.m.**

The Fair Board will be having a Special Meeting April 11th to conduct interviews at 6 p.m. for Ryan Waltke and 7:30 p.m. for Christina Yunker.

- ***Penny Waltke***
 - *No report to give.*
- ***Mindy Timm***
 - *Fair Advertising and Marketing* – Working on marketing and advertising plans for Fair and website updates.
- ***Christina Yunker***
 - *Finance, Wages, and Budget Committee* – Report was given during the Treasures report.
 - *Technology Committee* – Christina Yunker presented the Fair Board with plan for the technology for the 2023 year.
 - *Parking Lot Committee* – No report to give.
 - *Sponsorships* – All agreements and sponsorship forms are in the binder over on the counter. Everyone please reach out to businesses to be a sponsor of our Friends of the Fair program.

Old Business

- a) ***Golf Cart Permit Money – \$25.00 for each golf cart permit sold goes to the principle of Building #53.***
 - i. ***Motion to discontinue the motion regarding this policy that was made at the November 7, 2022, Fair Board Meeting, was made and passed at the March 6, 2023, Fair Board Meeting.***
 - ii. ***From Policy Book***
 - ***Saturday, January 24, 2015 – Motion made by P. Leeth, supports Hart that \$5.00 per golf cart permit be put on the principal amount of the loan for building# 53. Motion carried. 14/0.***

- *Saturday, January 26, 2019 – Motion made by Hofstra, support Baker to raise the fee to \$50.00 and that \$25.00 per golf cart permit be put on the principal amount of the loan for Building# 53. Motion carried. 10/1.*

iii. We need to decide how we want to move forward with this.

The Fair Board of Directors had discussion on this. Golf Cart money for the 2022 Fair was \$4,750.00.

b) Winter Storage – Any amount over \$75,000 that is collected for Winter Storage will go to the principle of Building #53.

i. Motion to discontinue the motion regarding this policy that was made at the November 7, 2022, Fair Board Meeting, was made and passed at the March 6, 2023, Fair Board Meeting.

ii. From Policy Book

- *Saturday, January 9, 2016 – Motion made by Carpenter supports Hart that any amount after \$75,000 collected for winter storage will be put on the principal amount of the loan for Building#53. Motion carried. 14/0.*

iii. We need to decide how we want to move forward with this.

The Fair Board of Directors had a discussion on this. Winter Storage intake money for 2022/2023 was \$143,295.00.

MOTION by: Angie Mingus, Second by: Kristine Kirsch

Motion to not put the 2023/2022 Winter Storage money and the 2022 Golf Cart money towards the principle of Building#53, was made by: Angie Mingus and second was made by: Kristine Kirsch.

Motion DID NOT pass- Roll Call Vote.

4 – Yes

6 – No

*****Lay it on the table*****

MOTION by: Christina Yunker, Second by: Betty Persons
Motion to lay on the table the discussion regarding Winter Storage and Golf Cart permit money going on the principle of Building#53, for next meeting when Sturgis Bank and Trust is here or we have a talk with them, was made by: Christina Yunker and second was made by: Betty Persons.
Motion Passed 10-0.

c) Norma Switalski's Letter

i. Poultry Classes for Open Class Showing

Norma stood up and spoke to the Fair Board regarding why she would like to see us have an open class poultry division. Regina Shinker would be the superintendent of the open class poultry.

ii. Premiums received instead of ribbons for open class still exhibits.

1. Example, sunflowers.

MOTION by: Barb Weston, Second by: Gary Clark
Motion to pursue adding poultry classes to the open classes for the 2023 Fair, was made by: Barb Weston and second was made by: Gary Clark

****Amendment to the motion:**

MOTION by: Barb Weston, Second by: Gary Clark
Motion to add with a budget cap of \$1,500, was made by: Barb Weston and second was made by: Angie Mingus

Amendment Passes - Motion passed 11-0

MOTION by: Barb Weston, Second by: Gary Clark
Motion to pursue adding poultry classes to the open classes for the 2023 Fair, with a budget cap of \$1,500, was made by: Barb Weston and second was made by: Gary Clark
Motion passed 11-0

New Business:

a. Policy and By-Laws Committee – FFA Drone Policy/Rules – Tricia Ulsh

The Fair Board Discussed and approved this during Tricia Ulsh's committee report.

b. Building use for National Day of Prayer – Christina Yunker

Vicky Allen would like to use Building#49 on May 2, 2024, for the National Day of Prayer from Noon to 6 p.m.

MOTION by: Angie Mingus, Second by: Kris Kirsch

Motion to let Vicky Allen use Building#49, with chairs and tables for free and charge \$250.00 for the bathroom for the National Day of Prayer on May 2, 2024, was made by: Angie Mingus and second was made by: Kris Kirsch.

Motion passed 11-0

c. License Plate for Trailer in Maintenance Department – Christina Yunker

The maintenance department has a trailer that needs a plate on it.

MOTION by: Kristine Kirsch, Second by: Angie Mingus

Motion to give Christina Yunker permission to get a license plate for the maintenance department trailer, was made by: Kristine Kirsch and second was made by: Angie Mingus

Motion passed 11-0

d. Contracts for all sponsorships – Christina Yunker

Christina discussed this during her committee reports.

Adjournment of Meeting:

The meeting was adjourned at 9.02 p.m.

MOTION by: Betty Persons, Second by: Penny Waltke

Motion to adjourn the meeting was made by: Betty Persons and the second was made by: Penny Waltke.

Motion passed 11-0

Meeting Minutes taken and prepared by: Mindy Timm – Fair Board Secretary