

St. Joseph County Grange Fair

Board Meeting Minutes

June 5, 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 6:01 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, Penny Waltke, Mindy Timm, Charlie Carpenter, Gary Clark, Deborah Davis, Bill Lindsley, Tom Miller, Betty Persons, Tricia Ulsh, Barb Weston, and Bill Younts.

Absent Directors: Kristine Kirsch

Excuse any absent Directors:

MOTION by: Angie Mingus, Second by: Tricia Ulsh

Motion was made to excuse Kristine Kirsch was made by: Angie Mingus and second was made by: Tricia Ulsh.

Motion passed 13-0

Review and Approval of the Agenda:

MOTION by: Angie Mingus, Second by: Penny Waltke

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

Motion passed 13-0

Adopting of the Minutes:

MOTION by: Angie Mingus, Second by: Penny Waltke

Motion was made to approve the May 1, 2023, Fair Board Meeting minutes with stated corrections, was made by: Angie Mingus and the second was made by: Penny Waltke

Motion passed 13-0

4-H Update – Kayla Mitchell:

Kayla Mitchell attended the Fair Board Meeting to give an update on 4-H. There are currently 534 club members (ages 8 – 19 years old), 140 Clover Bud Members (5-7 years old) and 217 Volunteers. 4-H Camp will be next week at the County Level. Exploration Days at MSU are coming up and there is also an animal vet camp.

Recognition of Visitors:

Visitors at the meeting were: Stacey Bower, Kayla Mitchell, Derek Maystead, Kayla Ellis, and Ronnie Bauman.

*****Kristine Kirsch joined the meeting at 6:20 p.m., via phone and will be voting over the phone.*****

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

- Association Members we received letters of interest from:
 - o Ronnie Bauman
 - o Melissa (Missi) Tefft
 - o Markie Trowbridge

MOTION by: Debbie Davis, Second by: Tom Miller

Motion was made to go into close session to discuss one of the three candidates, was made by: Debbie Davis and the second was made by: Tom Miller

Motion passed 14-0

******The Fair Board Meeting went into Closed Session at 6:25 p.m.******

MOTION by: Tricia Ulsh, Second by: Debbie Davis

Motion was made to go out of closed session and back into open session, was made by: Tricia Ulsh and the second was made by: Debbie Davis

Motion passed 14-0

******The Fair Board Meeting was back in Open Session at 6:35 p.m.******

Discussion was back to appointing a Fair Association Member to the Open Fair Board Seat/Position.

- President Keith Bower stated that we will have a paper vote. You are writing down the person's name that will fill the open seat/position.

Results:

- o **Ronnie Bauman – 11 votes**
- o Melissa (Missi) Tefft – 1 vote
- o Markie Trowbridge – 2 votes

******Ronnie has filled the open seat/position on the Fair Board with 11 votes.******

Election of Fair Board Treasurer:

MOTION by: Mindy Timm, Second by: Angie Mingus

Motion was made to nominate Penny Waltke to fill the open Fair Board Treasurer position was made by: Mindy Timm and the second was made by: Angie Mingus.

Motion passed 15-0

MOTION by: Mindy Timm, Second by: Angie Mingus

Motion was made to vote to have Penny Waltke to fill the open Fair Board Treasurer position was made by: Mindy Timm and the second was made by: Angie Mingus.

Motion passed 15-0

*****Penny Waltke is the new Fair Board Treasurer with a vote of 14-0.*****

MOTION by: Angie Mingus, Second by: Bill Younts

Motion was made to add Penny Waltke on all our bank accounts, Sturgis Bank and Trust, and Southern Michigan Bank and Trust was made by: Angie Mingus and the second was made by: Bill Younts.

Motion passed 15-0

Public Comments:

There was no one for Public Comment.

Treasurer's Report:

Fair Manager, Christina Yunker presented the Fair Board statement of financial position from January 1, 2023, to May 1, 2023.

MOTION by: Angie Mingus, Second by: Tom Miller

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: Tom Miller

Motion passed 15-0

Correspondences:

There was no correspondence.

Director Reports and updates for the Committee's each Director Heads-up

- ***Bill Younts –***
 - *4-H Extension and Liaison Committee-* Kayla did an excellent job giving the 4-H report, presenting the report, and giving an update.
 - *Grants/Legacy Committee-* There are Historical grants available for some of our older buildings. Bill has started looking into these grants to see if we qualify or not.
 - *Birthing Tent Committee-* Going with a new dairy cow supplier this year.
- ***Debbie Davis –***
 - No report to give.
- ***Keith Bower***
 - *Entertainment Committee-* No report to give.
 - *Ice Committee-* Made ice and sold 10 bags this past weekend at the Carnival.

- **Charlie Carpenter** –
 - Buildings and Grounds Committee – Looking at purchasing parts for all toilets and urinals to replace them all before Fair Week.
 - Fair Week Maintenance – No report to give.
 - Harness Racing – Gate training went well.

- **Gary Clark**
 - *Courtesy Cart Committee* – Gary has three cart sponsors secured; he needs one more sponsor.

- **Angie Mingus**
 - *Machinery Dealers/Tractors Committee*- The committee has not met yet.
 - *Beer Tent*- No report to give.
 - *Heritage Committee* – The committee had a meeting. The Park will have the goats in it again. The Open Class tractor area we encourage anyone or clubs welcome to participate and sign up. The Petting Zoo will be across from the Garden, next to the pony rides. Educational area will also be in Heritage Park, along with Pork Chop Revue. Building #49 – Heritage Hall, will be the year of the 50's in the middle and northside of the building. There will be a few vendors in the building.
 - *Marquee/New Digital Sign* – The Digital advertisement form is in your Director Packets.
 - *Personnel Committee* – No report to give.

- **Bill Lindsley**
 - *No report to give.*

- **Tom Miller** –
 - *Hall of Fame/Awards Committee*- Committee will meet once we start receiving applications.
 - *Open Class Draft Horse and Pony Superintendent* – Kristine Kirsch is working on securing judges and the classes for the Premium Book.

- **Tricia Ulsh**
 - *Grange Building Superintendent*- No report to give.
 - *Milking Parlor* – No report to give.
 - *Policy and By-Laws Committee* – The Committee is Meeting in July and will be discussing how to present the changes to the Association Members.

- **Betty Persons**
 - *Superintendent of the Home Arts Building*- Working on a plan for Fair Week and cleaning the barn out.

- **Barb Weston**
 - *Free Stage and Community Tent Committee*- The Community Tent and Free Stage Schedules are almost completed.
 - *Fair T-Shirt* – Fair T-Shirt Sponsorships are coming along.
- **Penny Waltke**
 - *No report to give.*
- **Mindy Timm**
 - *Fair Advertising and Marketing* – We advertised on PBS, WBET, WIN 98.5, and WLKM for the Centreville Garage Sale and Vintage Market and the Sizzlin’ Into Summer Pop-up Carnival. June 16 at 10 a.m. Christina Yunker and I will be on the radio to talk all things Fair. We will be running ads in Farmers Exchange and a story in the June Edition. Ag-Citing Program, we will be giving away 800 light-up yo-yos in the Ag-Citing Packets. We received \$127.50 from USTA for Harness Racing TV Commercial, this was a Grant I applied for.
- **Kristine Kirsch**
 - *First Aid Station* – The ambulance will be at the Fair again this year. Kristine Kirsch has everything secured and scheduled for the First Aid Station Fair Week.

Manager’s Report:

- a. Golf Cart License Plates for Fair Week.
 - i. We have a lot of Hog-Wild License plates, and we will be using them, and we have stickers being made to put on the license plates for this year.
- b. VRT Proposal
 - i. VRT’s proposal is included in everyone’s packets. The Fair Board has agreed to go with VRT but does not need to vote on this.
- c. Barts Carts Quote/Proposal
 - i. This quote is for the golf carts we rent for Fair Week for the Directors, Courtesy Carts, Veterinarian, and Camping Office.
MOTION by: Angie Mingus, Second by: Mindy Timm
 Motion to accept the proposal from Barts Carts for the golf carts, was made by: Angie Mingus and the second was made by: Mindy Timm
Motion passed 14-1
- d. Sizzlin’ Into Summer Pop-Up Carnival
 - i. There is a breakdown sheet in your director packets to review. We had a misting station, Sweet Jonny Knox, Garage Sale and Vintage Market, and 4-H Horse Council Silent Auction.
- e. The Porter and Trash Contract has been signed and we are all set for Fair.
- f. St. Joseph County Sheriff’s Department Estimate for Security Fair Week
 - i. This breakdown/estimate/report is included in the Fair Director packets.
- g. Security Protective Services Quote for Fair Week
 - i. This breakdown/estimate/report is included in the Fair Director packets.
 - ii. Discussion was had by all Fair Board Directors on both quotes presented.

MOTION by: Angie Mingus, Second by: Tricia Ulsh

Motion to accept both security quotes for the St. Joseph County Sheriff's Department and Security Protective Services quote as presented was made by: Angie Mingus and second was made by: Tricia Ulsh

Motion passed 15-0

- h. June 6, 2023, Meeting Erin Goff from the St. Joseph County Sheriff's Office to review our emergency procedures and protocol.
- i. Met with three contractors regarding replacing roofs on the Fairgrounds.
- j. Camping Supervisor?
 - i. Who is our camping supervisor? Is Mike Sherman doing it again this year? Christina Yunker will contact Mike Sherman.
- k. Speed Limit Signs
 - i. We will be getting speed limit signs. People drive too fast so there will be signs put up in buckets with sand/dirt. Speed Limit is 10 MPH.
- l. Low Hanging Signs
 - i. We will be purchasing low hanging signs, so people do not drive and knock down wires.

Old Business

There was no Old Business to discuss.

New Business:

a. Golf Carts for Fair Week – Christina Yunker

This was handled during the Manager's Report.

b. Camping Parking – Tricia Ulsh

Tricia Ulsh mentioned the issues from last year with parking for some camping spaces and the spaces that were moved because of the new site sizes. Christina Yunker will contact Mike Sherman to ask him.

*****LAY ON THE TABLE*****

Lay camping parking on the table for our July 10, 2023, Meeting to review after Christina Yunker will discuss with Mike Sherman.

c. Building Signs – Tricia Ulsh

Tricia Ulsh asked if there was a plan for all the signs that hang above the barns during Fair Week. The Commercial, Animal, and 4-H Barns. Christina Yunker will be handling this.

Adjournment of Meeting:

The meeting was adjourned at 7:57 p.m.

MOTION by: Angie Mingus, Second by: Tricia Ulsh

Motion to adjourn the meeting was made by: Angie Mingus and the second was made by: Tricia Ulsh

Motion passed 15-0

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