

St. Joseph County Grange Fair

Board Meeting Minutes

August 1st, 2022

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 6:00 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 Members stated the Pledge of Allegiance at 6:01 p.m.

Present: The St. Joseph County Grange Fair Board Members that were present; Keith Bower, Angie Mingus, Bill Younts, Mindy Timm, Charlie Carpenter, Gary Clark, Kevin Eby, Tony Hochstetler, Bill Lindsley, Tom Miller, Betty Persons, Tricia Ulsh, Eric VanHeukelum, and Barb Weston.

Absent Directors: Debbie Davis (arrived at 6:20 p.m.)

Excuse any absent Directors:

MOTION by: Tom Miller, Second by: Kevin Eby

Motion was made to excuse absent Directors, was made by: Tom Miller and second was made by: Kevin Eby. **Motion passed 12-1**

Review and Approval of the Agenda:

Add one item under Old Business.

D.) Audit Review

Two items need to be added to the agenda under new business.

I.) Barn #42 damage from Marina's

J.) Vendors

MOTION by: Tom Miller, Second by: Tony Hochstetler

Motion was made to approve the meeting agenda with the one addition under old business and two additions under new business, was made by: Tom Miller and second was made by: Tony Hochstetler. **Motion passed 13-0**

Adopting of the Minutes:

MOTION by: Tom Miller, Second by: Kevin Eby

Motion to approve and adopt the Meeting Minutes from the July 11, 2022 Board Meeting was made by: Tom Miller and second was made by: Kevin Eby. **Motion passed 13-0**

Recognition of Visitors:

Visitors at the meeting were; Stacey Bower, Jim Susemihl, DeWayne Cunningham, Ron Weston, and Chris Yunker.

Treasurer's Report:

a. Profit and Loss Report

b. Statement of Activities

MOTION by: Charlie Carpenter, Second by: Tricia Ulsh

Motion to approve the treasurer's report was made by: Charlie Carpenter and second was made by: Tricia Ulsh. **Motion passed 13-0**

Correspondences:

There were no correspondences.

Fair Office Report:

- a. Event tickets are now available to be purchased at the Fair Office.
- b. We are installing Internet on the West end of the grounds so we can scan tickets for the pit entrance gates this year at the Fair. This will also include Internet for the maintenance barn which will allow us to install working security cameras to replace the Fake one on the building at present.
- c. With the internet installation we will also be able to pilot preselling and selling at the entrance gates.
- d. We have added one more maintenance guy and his name is Tavis Marshall.
- e. The Merchant Barns are starting to fill up very nicely.
- f. I have around 10 new food vendors signed up for this year's fair.

Director Reports & Updates for the Committee's each Director Heads-up:

- ***Bill Younts***
 - *Finance, Wages, and Budget Committee-* We need to find the money to use to cover the expense of the ten horse stall fronts.
 - **MOTION** by: Debbie Davis, Second by: Barb Weston
Motion to take money for the stalls out of the grounds and improvement budget made by: Debbie Davis and second was made by: Barb Weston. **Motion passed 13-1**
 - *Grants/Legacy Committee-* Bill applied for the Grant with the county and they will have a decision the beginning of August. Bill asked everyone to think positive. The grant was for \$30,000. Road work will be starting soon, Angie has been in contact with them. The electricians are working along on the updates.
 - *Birthing Tent Committee-* Committee will be meeting in August to finalize everything for Fair.

- **Debbie Davis**
 - *Policy and By-Laws Committee*- Debbie asked that Mindy put her by-law change proposal in the August Association Newsletter.
- **Keith Bower**
 - *Entertainment Committee*- No report. All entertainment is set for Fair Week. Angie gave report for the Farm Truck Pulls for this year. Farm Truck Pulls there will be 11 classes and the Antique Tractor Pulls will also have 11 classes. Doug will be passing out a flyer at local truck pulls. Everything for the concert is good.
 - *Ice Committee*- The committee will start making ice the end of August.
- **Charlie Carpenter-**
 - *Fair Week Maintenance Committee*- No report.
 - *Harness Racing*- Everything is all set for Harness Racing for Fair Week.
- **Gary Clark**
 - *Courtesy Carts and Trams Committee*- He will be having drivers meeting in a few weeks to meet with his divers and fill his schedule.
- **Angie Mingus**
 - *Tents*- Big tents will go up the week before Fair. That Monday before the big tents will go up first, Community Tent and Birthing Tent. One courtesy cart tent was donated.
 - *Machinery Dealers/Tractors Committee*- Rouch will be expanding their space more where All That Jazz was. They are willing to help us out in anyway they can. Rouch will be bringing their pet tortoise. Need to order to replace equipment, we need a new batwing. It will take 6 months to get one. Two quotes 20,000 to 22,000 from Greenmark and Wolf Kubota. Table discussion for our next meeting.
 - *Beer Tent*- Working on filling the nights for the beer tent.
 - *Marquee Sponsors*- We have 6 sponsors confirmed and the seventh one in the works. We need 8 sponsors.
- **Bill Lindsley**
 - *Buildings and Grounds Committee*- One door and the ac is fixed on the 5320. The fork lift has issues and we are hoping to repair it.
- **Tom Miller**
 - *Hall of Fame/Awards Committee*- Hall of Fame recipients' family was notified and they are working on getting a picture and working on a write up.
 - *4-H Extension and Liaison Committee*- 4-H horse concern for the parking. Meeting with Eric on Thursday evening to discuss the 4-H trailer parking.

- **Tricia Ulsh**
 - *Grange Building Superintendent*- Had a meeting with Wendy Guess. She has trouble getting help and would like more help to have nights off. In the past we used to pay help minimum wage. Wendy wrote down hours of how much people work and a schedule for a total of \$810. Tricia needs to find sponsors to help cover the cost for her department help. Tricia will ask at the Association Meeting if anyone would like to volunteer to work in the grange building.

- **Betty Persons**
 - *Superintendent of the Home Arts Building*- Betty asked if we know of anyone to judge. She is looking for judges and asked if they got paid. Missi stated they get paid \$10.00 an hour.

- **Barb Weston**
 - *Community Tent Committee*- The schedule is set and everything is good to go.
 - *Free-Stage Committee*- The schedule is set and everything is good to go.
 - *T-Shirt*- 30 sponsors confirmed, waiting on a few more logos. Should have shirts by the end of the month.

- **Eric VanHeukelum-**
 - *Open Class Horses*- Has two meetings this coming week, Wednesday and Thursday. They are still raising money for sponsorships.

- **Kevin Eby –**
 - *Trash and Bathrooms*- No report.
 - *Camping Office Worker*- Mike Sherman will be our camping office person. His contract went out today.

- **Tony Hostetler-**
 - *Trash and Bathrooms*- Contract set for the porters and everything should be good.

- **Mindy Timm-**
 - *2022 Fair Brochure* – Brochures will be here on Friday.
 - *Fair Advertising and Marketing*- All advertising is set and working on creating ads and scripts.

Old Business:

- a. We need to make a final decision on the Winter Storage prices. We need to get flyers printed for Fair.**
 - a.** Price per foot? Current price is \$11.00 per foot including the tongue. The proposed increase is either \$15.00 to \$16.00.
 - i.** The Fair Board discussed the price increase.
MOTION by: Angie Mingus, Second by: Bill Younts
Motion to increase winter storage rent to \$16.00 a foot was made by: Angie Mingus and second was made by: Bill Younts. **Motion passed 8-6**
 - b.** Entre Barn rental? Current price is either \$1,200 or \$1,500 for the livestock barns and \$4,500 for a commercial barn.
-The Fair Board had discussion that rolled into b. of old business.
- b. I have two Marinas that are interested in renting entire barns for boat storage this year.**
 - a.** Do we want to rent to these marinas?
 - b.** If so, for what cost?
 - i.** The Fair Board discussed this.
MOTION by: Betty Persons, Second by: Debbie Davis
Motion to table the decision and discussion on the cost of renting barns was made by: Betty Persons and second was made by: Debbie Davis. **Motion passed 13-1**
- c. Update on the Marque – Will be given by Ron Weston.**

-Received all the quotes. Midwest Signs we are leaning towards is local, has great service, and supplies the software. Debbie asked Ron to contact Postma signs to get a quote, it does not hurt. We are needing one more sponsor for the sign.
- d. Audit**

-Any questions regarding the audit, please write them down and get them to Bill Younts to give to the audit company.

 - **MOTION** by: Tom Miller, Second by: Charlie Carpenter
Motion to approve the audit was made by: Tom Miller and second was made by: Charlie Carpenter. **Tom rescinded his motion.**

New Business:

- a. *Discuss dissolving the rental agreements with the stall renters in Barn #8.*
a. *There is a lot of drama, disagreements and issues that are constantly plaguing Barn #8. We are only getting \$600.00 a month from renting the barn and it is becoming a major distraction because of the childish and bullyish actions. No one has the time to waste on these petty situations, we have a Fair to host in 6 weeks.*

-The Directors discussed the issues and rumors.

- **MOTION** by: Angie Mingus, Second by: Bill Younts
Motion to dissolve the rental agreement of Barn #8 was made by: Angie Mingus and second was made by: Bill Younts. Charlie abstained from voting. **Motion Failed – 3-9**

- b. *Discuss the rumors and complaints coming to the office concerning the installation of skylights in the horse barn #8.*

- This was discussed in a. under new business.

- c. *Director apparel for Fair.*

-Mindy presented the Board with the apparel options, colors, and the design for the front and the back of the shirts. T-shirts, Tank Tops, Long Sleeve Shirts, Crewneck Sweat Shirts, and Hoodies. All Directors and Missi will be wearing these shirts during Fair Week so everyone will be easily identified on the grounds. Each Director and Missi will have a budget of \$30 per person that will be covered by the Fair for their apparel. If a person goes over their \$30.00 per person budget, they will owe their balance to the office.

- **MOTION** by: Debbie Davis, Second by: Tricia Ulsh
Motion to have our Director and Manager apparel blue in color was made by: Debbie Davis and second was made by: Tricia Ulsh.
Motion passed 10-4

- d. *Magnetic Name Tags.*

-Mindy presented the Board with three options of magnetic name tags for Directors and Missi to wear during Fair Week and other events we go to as a Board. Eric cannot wear a magnetic name tag. He needs a non- magnetic one.

- **MOTION** by: Betty Persons, Second by: Bill Younts
Motion to purchase the 2"x3" slate grey magnetic name tags was made by: Betty Persons and second was made by: Bill Younts
Motion passed 14-0

e. Brochure Distribution.

-Mindy presented the Board with maps and a list of areas for distributing the 2022 Fair Brochures. Mindy will put together packets of brochures, Skerbeck table top signs, posters, and yard signs. Mindy will have all packets available on Monday with a sign-up sheet and list of areas. Mindy will also be asking the Association Members to help distribute brochures.

f. *Larry Ruff passed away last month. Ron Weston has been contacted about the families wishes.*

-The Ruff Family has sent some of Larry's ashes to Ron and has asked us to spread his ashes on the Fairgrounds. Ron would like to spread them on their camping site/area that they have had for years. We will spread his ashes the first part of our meeting on August 22nd. The Ruff's daughter called Bill Younts and Bill asked them what they would like to see on the Fairgrounds in honor of Larry. They would like to have a bench or something that people can sit and enjoy the Fair outside of the Kiwanis Building. Bill asked us to think of ideas with prices and bring them back to the August 22nd Meeting.

g. *Does the Board want to approve each request for passes from schools and nursing homes?*

-The Directors had discussion.

- **MOTION** by: Debbie Davis, Second by: Angie Mingus
Motion to have Missi handle these requests as they come into the office was made by: Debbie Davis and second was made by: Angie Mingus. **Motion Passed 14-0**

h. *Forklift repair will be around \$2,000. Do we want to sell it as it is or spend the money to repair the forklift? I have a call into a gentleman concerning a price if we sold it as is. I received a call back this morning and the people thought that may interested are not and he placed the value at scrap price only.*

-The Directors had discussion.

- **MOTION** by: Eric VanHeukelum, Second by: Tricia Ulsh
Motion to put the forklift in the upcoming auction for a minimum of \$1,000 was made by: Eric VanHeukelum and second was made by: Tricia Ulsh. **Motion Passed 14-0**

i. *Barn #42 damaged from Mariana's*

-Tony said they damaged the one end of the building and you can barely open the door. The Directors had discussion. The board decided to have Missi call Mike at the Edge regarding the damages to the building.

j. Vendors

-Tricia asked about the sausage guy and the gyro stand. The gyro people will not be able to be until the Sunday evening of Fair. They will be at our fair 10 p.m. on Sunday of Fair. Missi will send the contract to them.

Adjournment of Meeting:

Meeting adjourned at 8:52 p.m.

MOTION by: Charlie Carpenter, Second by: Debbie Davis

Motion to adjourn meeting was made by: Charlie Carpenter and second was made by: Debbie Davis. **Motion passed 14-0**