

**St. Joseph County Grange Fair  
Board Meeting Minutes**

December 5, 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 Fair Board Directors stated the Pledge of Allegiance at 6:00 p.m.

***Mission Statement:*** Mindy Timm stated the Fair's Mission Statement to the Fair Board Directors 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, Deborah Davis, Tony Hochstetler, Bill Lindsley, Tom Miller, Betty Persons, Tricia Ulsh, Eric VanHeukelum, Barb Weston, and Christina Yunker.

***Absent Directors:*** There were no Fair Board Directors absent.

***Excuse any absent Directors:***

**There were no Fair Board Directors absent from the meeting. Everyone attended the meeting.**

***Election of Executive Board Members. Four (4) positions need to be filled.***

a. President

-Keith Bower was nominated by: Bill Younts and second was made by: Barb Weston. Charlie Carpenter motioned to close the voting for the President position and second was made by Christina Yunker. Keith Bower was appointed the President position.

b. Vice President

-Angie Mingus was nominated by: Debbie Davis and second was made by: Barb Weston. Tom Miller motioned to close the voting for the Vice President position and second was made by: Christina Yunker. Angie Mingus was appointed to the Vice President position.

c. Treasurer

-Christina Yunker was nominated by: Bill Younts and second was made by: Barb Weston. Charlie Carpenter motioned to close the voting for the Treasurer position and second was made by: Tom Miller. Christina Yunker was appointed to the Treasurer position.

d. Secretary

-Mindy Timm was nominated by: Debbie Davis and second was made by: Bill Younts. Charlie Carpenter motioned to close the voting for the Secretary position and second was made by: Barb Weston. Mindy Timm was appointed to the Secretary position.

***Review and Approval of the Agenda:***

- g.) Table and Chairs for Fred Schwartz Funeral
- h.) Heritage Park

**MOTION** by: Angie Mingus, Second by: Christina Yunker

Motion was made to approve the meeting agenda with the two items added items under new business made by: Angie Mingus and the second was made by: Christina Yunker.

**Motion passed 14-0**

***Adopting of the Minutes:***

**MOTION** by: Betty Persons, Second by: Angie Mingus

Motion to approve and adopt the Meeting Minutes with a few corrections from the November 7, 2022, Board Meeting was made by: Betty Persons and second was made by: Angie Mingus. **Motion passed 14-0**

***Recognition of Visitors:***

Visitors at the meeting were Stacey Bower, Randy Allen, Derek Maystead, Marcus Finnerman, Kayla Ellis, Nyla Erhardt, Ron Weston, Doug Brazo, Natalie Swift, Leslie Jacobs, Scott Mingus, Taya Bower, Brian Decker, and Jim Susemihl.

***Public Comments:***

There was no public comment.

***Treasurer's Report:***

***a. Profit and Loss Report***

***b. Statement of Activities***

**MOTION** by: Angie Mingus, Second by: Charlie Carpenter

Motion to approve the treasurer's report was made by: Angie Mingus and second was made by: Charlie Carpenter. **Motion passed 14-0**

**MOTION** by: Angie Mingus, Second by: Christina Yunker

Motion to join the Three Rivers Area Chamber of Commerce and the Sturgis Area Chamber of Commerce was made by: Angie Mingus and second was made by: Christina Yunker.

**Motion passed 14-0**

***Correspondences:***

-Maury Kaercher – Would like to see the Executive Committee run a meeting properly. He has the following suggestions regarding the Annual Meeting; PA system for the mentioned that the Board needs to reach out to Jeff Brazo and Bill Butcher regarding parliamentary procedures.

-Mark Trowbridge- Mark had a report from the internet during Fair Week. 1,500 people tried logging into the internet on Monday. We did not have it set up where people could log in and pay. The people we did pilot the internet to in areas it did work.

-Nurse Betty- Nurse Betty turned in her report from Fair Week.

-Larry Ruff's Family thanks the Fair Board for spreading Larry's ashes on the Fairgrounds and for the lovely bench in Larry's name.

-Mindy Timm read a thank you card from Wolverine Pullers.

-Mindy Timm read a thank you card from Full- Rite Mini Rod Driver.

### ***Director Comments***

- ***Bill Younts***
  - *Finance, Wages, and Budget Committee*- Report given in Treasurer's report.
  - *Grants/Legacy Committee*- We received \$15,000 from the American Rescue Fund from the County.
  - *Birthing Tent Committee*- Started searching for another person from which to get dairy cows.
  
- ***Debbie Davis***
  - *Policy and By-Laws Committee*- Will set a meeting with her committee in January 2023.
  
- ***Keith Bower***
  - *Entertainment Committee*- We do have a signed contract for Pork Chop Revue. They are all scheduled to come to the 2023 Fair.
  - *Ice Committee*- No report to give.
  
- ***Charlie Carpenter***
  - *Fair Week Maintenance Committee*- Charlie brought up the lights on the grounds that should be on night lights and not on all the time. We need to get with Harry on those.
  - *Harness Racing*- No report to give.
  
- ***Gary Clark***
  - *Courtesy Carts and Trams Committee*- No report to give.
  
- ***Angie Mingus***
  - *Machinery Dealers/Tractors Committee*- No report to give.
  - *Beer Tent*- No report to give.
  
- ***Bill Lindsley***
  - *Buildings and Grounds Committee*- Still putting everything from building #6 into building #7. They have received quotes for concrete flooring and items for the ceiling. The committee will get together to discuss the changes to the wood shop.

- **Tom Miller**
  - *Hall of Fame/Awards Committee*- No report to give.
  - *4-H Extension and Liaison Committee*- The horse council would like to get some horse shows scheduled for 2023.
  
- **Tricia Ulsh**
  - *Grange Building Superintendent*- No report to give.
  - *Milking Parlor* – The balk tank we no longer use. Will get bids to remove it. We need to grip the steps. Next year they will be putting in hose and hose reel.
  
- **Betty Persons**
  - *Superintendent of the Home Arts Building*- The ladies that come during the day for sewing demonstrations need a ride up to the barn, they were carrying everything up the barn last year.
  
- **Barb Weston**
  - *Community Tent Committee*- No report to give.
  - *Free-Stage Committee*- No report to give.
  - Fair T-Shirt – No report to give.
  - Personnel Committee – Had a meeting on 11/29/22. Next meeting is 12/13/22.
  
- **Eric VanHeukelum**
  - *Open Class Horses*- Eric asked the Board if he has the backing again this year for the Draft Horse Pulls if he is unable to raise enough money to cover the expense.
  
- **Tony Hostetler**
  - *Trash and Bathrooms*- No report to give.
  
- **Mindy Timm**
  - *2022 Fair Brochure* – No report to give.
  - *Fair Advertising and Marketing* – No report to give.
  
- **Christina Yunker**
  - No committee to give a report on.

**Old Business:**

- a. ***Plan to have the office open and staffed.***
  - i. ***Temp agency***
  - ii. ***Specific schedule of set hours of 8 a.m. to 4 p.m. Monday – Friday.***  
This will be discussed under Winter Hours under new business.
  
- b. ***Board Members be all present to vote in the event of a major vote.***  
Debbie Davis stated that this is on the list for their policy and by-law committee meeting.

- c. **Review a policy for voting majority and super majority.**  
Debbie Davis stated that this is on the list for their policy and by-law committee meeting.
- d. **Maintenance Department Issues**  
This is on the list for the policy and by-law committee for their next meeting.
- e. **Policy and by-law changes and revisions**  
This is on the list for the policy and by-law committee for their next meeting.

***New Business:***

- a. **Office consultation invoice – Angie Mingus**  
Angie brought up that she would like us to pay Missi Tefft \$1,050 for 42 hours of consultation help at \$25.00 an hour. The Fair Board of Directors had discussions on this.  
**MOTION** by: Christina Yunker, Second by: Debbie Davis  
Motion to pay Missi Tefft \$1,050.00 for her help when we needed help and cannot figure out the information on our own was made by: Debbie Davis and second was made by: Christina Yunker. A roll call vote was taken. **Motion passed 14-0**
- b. **Winter Public Office Hours and/or pone hours – Barb Weston**  
Barb Weston stated that she would like to see the Fair Hours of operation to be reduced in the wintertime. We are not busy and not receiving many if any phone calls or visitors each day. The Fair Board of Directors had discussions on this.  
**MOTION** by: Christina Yunker, Second by: Barb Weston  
Motion to have the Fair Office open Tuesday and Thursday 8 a.m. to 4 p.m. effective today December 5, 2022, through February 28, 2023, was made by: Christina Yunker and second was made by: Barb Weston. **Motion passed 14-0**
- c. **Technology upgrades for Annual Fair Association Meeting – Christina Yunker**  
Christina states that at the Annual Association Meeting she had a member approach her regarding having speakers, microphones, and a projector for the Annual Meeting. The Fair Board of Directors had discussions on this. The Board agreed to have a Technology Committee and they would oversee this.
- d. **Convention**
  - a. **Hotel Rooms**
  - b. **Registration**
  - c. **Food Allowance****MOTION** by: Tom Miller, Second by: Barb Weston  
Motion to go by what is stated in the policy regarding the convention and what is covered by the Fair was made by: Tom Miller and second was made by: Barb Weston. **Vote was 7-7. Keith Bower voted to oppose. Motion did not pass**  
**MOTION** by: Angie Mingus, Second by: Mindy Timm  
Motion to cover the cost of registration and hotel rooms was made by: Angie Mingus and second was made by: Mindy Timm. **Motion Passes 14-0**

*e. Director Pay Sheets*

Mindy Timm stated that she emailed everyone their director paysheets and they need to be signed and handed in tonight.

*f. Set 2023 Meeting Dates*

The Fair Board Directors set the 2023 Meeting Dates

*g. Tables and Chairs for Fred Schwartz Funeral*

Keith Bower mentioned that Eva Beeker called him asking if they could borrow tables and chairs for Fred Schwartz Funeral

**MOTION** by: Tom Miller, Second by: Debbie Davis

Motion to allow the Schwartz family to use our tables and chairs for Fred Schwartz's funeral was made by: Tom Miller and second was made by: Debbie Davis. **Motion Passes 14-0**

*h. Heritage Park*

Tom Miller brought to the Fair Board that he would like to see the St. Joe Valley Old Engine Association join us to help with Heritage Park. The Fair Board of Directors had discussions on this. Jim Susemihl spoke and stated that the St. Joe Valley Old Engines Association would love to help, and he will be asking his Board of Directors to appoint him the lead liaison for their club to the Fair Board. The Fair Board agreed to add Heritage Park to the 2023 Committee list to create a committee for the new area on the Fairgrounds.

*Adjournment of Meeting:*

Meeting adjourned at 8:09 p.m.

**MOTION** by: Angie Mingus, Second by: Christina Yunker

Motion to adjourn meeting was made by: Angie Mingus and second was made by: Christina Yunker. **Motion passed 14-0**

*Back into Session of Meeting:*

Back into Session of Meeting at 8:15 p.m.

**MOTION** by: Christina Yunker Second by: Barb Weston

Motion to go back into session was made by: Christina Yunker and second was made by: Barb Weston. **Motion passed 11-0**

**MOTION** by: Bill Younts by: Debbie Davis

Motion to add Christina Yunker on the signature cards and accounts at Sturgis Bank and Trust and Southern Michigan Bank and Trust was made by: Bill Younts and second was made by: Debbie Davis. **Motion passed 11-0**

*Adjournment of Meeting:*

Meeting adjourned at 8:20 p.m.

**MOTION** by: Debbie Davis, Second by: Barb Weston

Motion to adjourn meeting was made by: Debbie Davis and second was made by: Barb Weston. **Motion passed 11-0**

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