

St. Joseph County Grange Fair

Board Meeting Minutes

June 6th, 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 6:03 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 6:04 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, Debora Davis, Tony Hochstetler, Bill Lindsley, Tom Miller, Betty Persons, Tricia Ulsh, Eric VanHeukelum, and Barb Weston.

Absent Directors: NONE

Excuse any absent Directors: There were no absent Directors.

Review and Approval of the Agenda:

Add one item under Old Business.

A.) Rental of Horse Barn/Harness Racing Barn Review Rental it has been 6 months
Four items need to be added to the agenda under new business.

G.) Mowing of the Fairgrounds Volunteers

H.) Rental of vendor spaces to Marijuana Stores

I.) Discussion of looking/search for a new accountant

J.) Road estimates for Grant Work

MOTION by: Tom Miller, Second by: Tony Hochstetler

Motion was made to approve the meeting agenda with the one addition under old business and four additions under new business, was made by Tom Miller and second was made by Tony Hochstetler.

Motion passed 14-0

Adopting of the Minutes:

Barb Weston mentioned there were spelling errors and a few corrections that needed to be made to the meeting minutes.

MOTION by: Angie Mingus, Second by: Bill Younts

Motion to approve and adopt the Meeting Minutes and make the changes that Barb Weston suggested from May 2, 2022 Board Meeting was made by Angie Mingus and second was made by Bill Younts.

Motion passed 14-0

Recognition of Visitors:

Visitors at the meeting were; Autumn (4-H Director), Chris Yunker, and Ron Weston

- a. Autumn Converse informed the Directors that she has taken a position at MSU on campus. They are searching for someone to fill her position as 4-H Program Coordinator. Autumn did state that enrollment is up from last year. There are 50 more 4-H'ers signed up for this year's Fair compared to the 2021 Fair. 40 of the 50 are Clover Buds. Autumn thanked the Directors for all of their help and welcoming her with open arms last fall.

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**

Correspondences:

There were no correspondences.

Fair Office Report:

- a. Sponsorships has been coming back at a surprising fast rate. Here are the Day Sponsors so far that we have a contract to return or have a signed contract.
 - a. Family Farm and Home as a Co-Sponsor where needed for now.
 - b. Sunday- Open
 - c. Monday- Meijer- Sole Sponsor
 - d. Tuesday- The ISD- Sole Sponsor
 - e. Wednesday- Sturgis Bank and Trust- Sole Sponsor
 - f. Thursday- Century Bank and Trust- Sole Sponsor
 - g. Friday- Southern Michigan Bank and Trust- Sole Sponsor
 - h. Saturday- Glen Oaks Community College- Sole Sponsor
- b. Confirmed Grandstand Sponsors are Crystal Flash and Boland Tire to sponsor \$3,000 each.
- c. *One confirmed sponsor for four (4) Handwashing Stations for Fair from Beacon Health.*
- d. Cindy Mingus has been working on obtaining bucking chute sponsors for Fair. So far, she has one (1) chute sponsor at \$600.00 and one arena fence sponsor for \$300.00.
- e. Southern Michigan Bank and Trust gave a \$3,000.00 sponsorship for Friday, September 23, 2022.
- f. Gary Gage our Maintenance employee has been let go. We do have two guys currently working and the one part time Chris Luck is now full time. George is a part time person and I will be asking him if he would like full time as well.
 - a. Barb Weston asked if we could get our Maintenance Guys shirts or something our workers can be identified. Mindy said she will check with pricing for the shirts with her t-shirt lady in Bronson.

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

- ***Bill Younts***
 - *Finance, Wages, and Budget Committee*- Report was given during the Treasures report. Committee will be meeting June 8, 2022 at 6 p.m. in the Fair Office.
 - *Grants/Legacy Committee*- We have been awarded the Grant!
 - *Birthing Tent Committee*- All sponsors have been received and finalized.

- ***Debbie Davis***
 - *Policy and By-Laws Committee*- Had committee meeting and it was very productive. They had lots of discussions regarding Open Cary and Concealed Carry. They also discussed the marijuana issues and smoking areas.

MOTION by: Angie Mingus, Second by: Tricia Ulsh
Motion to post the MCL Code for no open carry on the Fairgrounds year around was made by Angie Mingus and second was made by Tricia Ulsh.
Motion passed 14-0
 - Discussion was made by the Directors regarding marijuana and letting vendors rent booths from the Fair and our by-laws.

MOTION by: Angie Mingus, Second by: Eric VanHeukelum
Motion to allow the advertising only for marijuana companies. No selling of products containing THC was made by Angie Mingus and second was made by Eric VanHeukelum. **Motion passed 14-0**
 - Tom Miller brought up the discussion we have always had regarding the Annual Meeting Time to 6 p.m. from 7 p.m.

MOTION by: Tom Miller, Second by: Angie Mingus
Motion to put on the agenda for the Annual Meeting in November to change the Annual Meeting start time to 6 p.m. was made by Tom Miller and second was made by Angie Mingus. **Motion passed 14-0**

- ***Keith Bower***
 - *Entertainment Committee*- No new news to report on. Barb asked Keith about the Shark Encounter and times so her events on the Free Stage do not interfere with the Shark Encounter.
 - *Ice Committee*- No report to give.

- ***Charlie Carpenter***
 - *Fair Week Maintenance Committee*- No report to give.
 - *Harness Racing*- No report to give.

- ***Gary Clark***
 - *Courtesy Carts and Trams Committee*- Needing tents for his courtesy cart locations. 12x12 tents, he is needing two. He will look for a sponsor for them.

- **Angie Mingus**
 - *Tents*- Checking with everyone to make sure their tent sizes are correct and what they are needing.
 - *Machinery Dealers/Tractors Committee*- Spots are filling up in Machinery Row.
 - *Beer Tent*- Working on license.
- **Bill Lindsley**
 - *Buildings and Grounds Committee*- No report to give. Need to schedule a committee meeting.
- **Tom Miller**
 - *Hall of Fame/Awards Committee*- No report to give.
 - *4-H Extension and Liaison Committee*- No report to give. He already knew that Autumn was leaving.
- **Tricia Ulsh**
 - *Grange Building Superintendent*- Thanked everyone for helping with the Garage Sale.
- **Betty Persons**
 - *Superintendent of the Home Arts Building*- No report to give.
- **Barb Weston**
 - *Community Tent Committee*- Working on schedule and booking events for Fair Week.
 - *Free-Stage Committee*- Looking for sponsor and still working on the schedule.
- **Eric VanHeukelum-**
 - *Open Class Horses*- Hired a judge. Eric also has been looking for renting stalls for Fair Week. Discussion was made and a few Directors gave him suggestions on where to check. He still needs to get a Draft Horse Judge.
- **Kevin Eby** – Doing trash and bathrooms with Tony. Tony went over everything in his report.
- **Tony Hostetter**- Trash and bathroom duty for Fair Week. Discuss was made regarding trash and bathroom people. Tony will talk to the porters regarding the bathrooms.

MOTION by: Angie Mingus, Second by: Tricia Ulsh
 Motion to give Tony a budget of \$500 a day for trash people for Fair Week was made by Angie Mingus and second was made by Tricia Ulsh. **Motion passed 14-0**

- **Mindy Timm-**
 - *2022 Fair Brochure* – All information for Fair Brochures has to be to Mindy by June 27th. Fair Brochure is going to the printing company on July 6th. Brochures will be ready the first week of August.
 - *Fair Advertising and Marketing-* Farmers Exchange Advertising July and September issues. Print Fair Map out and have on the website too.

Old Business:

a. Horse Barn/Harness Racing Barn Rental

-Discussion was had with the Directors regarding the ring that is outside of the barn. Tony asked that we put a water and electric meter on the barn. Discussion was made with electric and water meter being placed on the barn to see usages of electric and water.

New Business:

a. Reviewing the roofing estimates for Barn#53

-The Directors reviewed the estimates and asked Missi to obtain additional estimates.

b. Review the roofing estimate for livestock barns.

- The Directors reviewed the estimates and asked Missi to obtain additional estimates.

c. Review Sherman Williams Paint estimate.

- The Directors reviewed the estimates and told Missi to order the paint.

d. Bicycle Give Away- We still have one bike that has not been picked up for the last year's Fair. I would like for us a Board to think about something different to giveaway this year.

-The Directors had discussion but no motion was made.

e. Dixie Jackson and Jean Murphy were sent letter explaining the Fairgrounds did not need them to return for the 2022 season. Dixie feels that after the many years of service she gave to the fair that she deserves a Golden Pass. Thoughts and/or discussions on this subject.

-The Directors had discussion but no motion was made.

f. What Directors will require a golf cart for Fair.

-Directors that needed a golf cart for Fair let Missi know.

g. Mowing of the Fairgrounds Volunteers

-We are needing volunteers to help mow the fairgrounds. Eric and Terry will help mow this year. Two people need to be on the grounds at all times with mowing. Volunteers just need to sign the wavier form in the office with Missi.

h. Rental of vendor spaces to Marijuana Stores

-This was discussed and voted on during the Policy and By-laws Committee Report.

i. Discussion of looking/searching for a new accountant

-The Directors had discussion regarding finding a new accountant because our accountant does our audit as well. Angie has asked that we look for a new accountant. Debbie suggested we reach out to Travis Bloom.

MOTION by: Debbie Davis, Second by: Angie Mingus

Motion that we give Missi the ability to interview and seek a new accountant to do our regular business and an accountant to do our audit was made by Debbie Davis and second was made by Angie Mingus. **Motion passed 14-0**

j. Road estimates for the Grant work

-The Directors reviewed the grants and there was discussion.

MOTION by: Barb Weston, Second by: Debbie Davis

Motion to go with the Harker estimate for the road work was made by Barb Weston and second was made by Debbie Davis. **Motion passed 14-0**

Adjournment of Meeting:

Meeting adjourned a 9:45 p.m.

MOTION by: Barb Weston, Second by: Kevin Eby

Motion to adjourn meeting was made by Barb Weston and second was made by Kevin Eby. **Motion passed 14-0**