

St. Joseph County Grange Fair

Board Meeting Minutes

September 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 6:02 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, Penny Waltke, Mindy Timm, Ronnie Bauman, Charlie Carpenter, Deborah Davis, Gary Clark, Kristine Kirsch, Bill Lindsley, Tom Miller, Betty Persons, Tricia Ulsh, Barb Weston, and Bill Younts.

Absent Directors: There were no Fair Board Directors absent, everyone was present for the meeting.

Excuse any absent Directors: There were no Fair Board Directors absent, everyone was present for the meeting.

Review and Approval of the Agenda:

MOTION by: Kristine Kirsch, Second by: Angie Mingus

Motion was made to approve the presented agenda, was made by: Kristine Kirsch and the second was made by: Angie Mingus

Motion passed 15-0

Adopting of the Minutes:

MOTION by: Kristine Kirsch, Second by: Charlie Carpenter

Motion was made to approve the August 7, 2023, Fair Board Meeting Minutes, was made by: Kristine Kirsch and the second was made by: Charlie Carpenter.

Motion passed 15-0

4-H Update – Kayla Mitchell:

Gates and Barns are being set up this week and decorating of barns will be next week. Kayla asked the question regarding horse barns being unlocked so people can come and go to decorate their barns and stalls. Barns 16, 17, and 18 are horse club barns.

Recognition of Visitors:

Visitors at the meeting were: Stacey Bower, Natalie Swift, Doug Brazo, Jim Susemihl, Derek Maystead Nyla Erhardt, and Kayla Mitchell.

Public Comments:

There was no one for Public Comment.

Treasurer's Report:

Penny Waltke, Fair Board Treasurer 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 August 31, 2023.

MOTION by: Tom Miller, Second by: Angie Mingus

Motion to place on the record the Treasure's report that was presented to the Fair Board was made by: Tom Miller and the second was made by: Angie Mingus.

Motion passed 14-1

Correspondences:

Fair Board Secretary, Mindy Timm read a card that was sent to the Fair from the 4-H Horse Council regarding the Fair's donation to their Silent Auction and thanking the Fair for their donation and support.

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

- ***Bill Younts*** –
 - *4-H Extension and Liaison Committee* – No report to give.
 - *Grants/Legacy Committee*- We have not received anything back yet on the AARP Grant.
 - *Birthing Tent Committee*- The Birthing Tent Committee had a meeting and everything is on schedule for the Birthing Tent. They will be getting water from the FFA Barn/well. The Birthing Tent will be set up September 13th or September 14th. The FFA is helping with setting up the tent.

- ***Debbie Davis*** – No report to give.

- ***Keith Bower***
 - *Entertainment Committee*- Everything is set and ready for entertainment for Fair Week.
 - *Ice Committee*- 500 bags of ice have been made so far. We are one merchandiser down.

- **Charlie Carpenter** –
 - Buildings and Grounds Committee – Our Maintenance guys are doing a great job at getting everything ready and done for Fair Week. We are further ahead than we were last year at this time.
 - Fair Week Maintenance – No report to give.
 - Harness Racing – Everything is all set and ready to go.

- **Gary Clark**
 - *Courtesy Cart Committee* – We have a few spots open for Courtesy Cart Drivers. We are adding another stop to the route, we will need to add it to the map.

- **Angie Mingus**
 - *Machinery Dealers/Tractors Committee*- Live Bull, Mechanical Bull, and Rockwall will be down by the Community Tent this year. Everything else is set for Machinery Row.
 - *Beer Tent*- The Beer Tent located by Barn 53 is being moved closer to the fence on the racetrack. It will be closer to Woody's Western Wear but right along the fence. We are using square at both Beer Tents this year.
 - *Heritage Committee* – Barb and Ron Weston are doing an amazing job at Heritage Hall. Everything is coming together for both Heritage Hall and Heritage Park and we are moving ahead at full speed.
 - *Marquee/New Digital Sign* – The digital marquee is now working.
 - *Personnel Committee* – No report to give.
 - *Bogen Concrete* – Bogen Concrete donated another 20 cement blocks/barriers. Scott Mingus delivered them to the Fairgrounds.

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

- **Tom Miller** –
 - *Hall of Fame/Awards Committee*- We have two individuals that are being inducted into the Hall of Fame this year. All Fair Board Directors need to be at the induction on Thursday of Fair Week at 9:30 a.m. before the 4-H Small Animal Auction.
 - *Open Class Draft Horse and Pony Superintendent* – Bill Lindsley, Jeremy Groves, Kristine Kirsch, I (Tom Miller), and two trustees put together 62 horse stalls. We have 118 horse stalls available. Next thing to do is power wash the horse stalls.

- **Tricia Ulsh**
 - *Grange Building Superintendent*- Wendy Guess has been working on getting the Grange Building set up.
 - *Policy and By-Laws Committee* – Tricia Ulsh and Jeff Brazo thought that they had all the proposed By-law changes ready to review at their next committee meeting. Debbie Davis sent in other changes to the committee. Jeff Brazo is working on Debbie Davis’s additional changes. The committee will meet soon to prepare everything to give to Mindy Timm to send out the proposed by-law changes to the Fair Association Members 30 Days before the Annual Fair Association Meeting.

- **Betty Persons**
 - *Superintendent of the Home Arts Building*- Betty still needs judges. Betty will be calling Natalie Bellaire to ask about judges. Angie Mingus asked Kayla Mitchell regarding the fullness of the 4-H still exhibit barns.

- **Barb Weston**
 - *Free Stage and Community Tent Committee*- We have had a few minor changes to the schedules for the Community Tent and Free Stage. We do have a “home” for the Blanket Wheel, so we do not have to move it around or off the stage it will be on the ground next to the stage in a storage/barn structure.
 - *Fair T-Shirt* – We will be selling Fair T-shirts in the Grange Building again this year and down at the 4-H auction if I can find someone to sell them.

- **Penny Waltke**
 - Penny has been working on painting the fountain at the M-86 Main gate entrance. Penny is having someone come to look at the pump to get the pump working so the fountain will work at Fair.

- **Mindy Timm**
 - *Fair Advertising and Marketing* –
 - Radio Ads have all been created and finalized. The ads will start airing on September 8, 2023.
 - TV Ads on Channel 3 and PBS will start airing on September 8, 2023.
 - Media Luncheon will be Thursday, September 14, 2023, at 11:30 a.m. west end of the grandstands under the grandstands at the picnic tables. Everyone is welcome to attend.
 - Director apparel will arrive Thursday/Friday right before Fair Week.
 - We will be doing daily announcements over our PA system again this year.
 - Daily interactive scavenger is all set. We will be doing 1 to 2 giveaways each day during Fair Week. It depends on how busy the grounds are and which days we do it.

- ***Kristine Kirsch***
 - *First Aid Station* – No report to give.
- ***Ronnie Bauman***
 - No report to give.

Manager's Report:

- a. Nancy Walton has been here at the Fairgrounds busting her butt and volunteering all her time. If you see her, please thank her for all the time she has put in.
- b. The Sturgis Chamber of Commerce is working the Nottawa Gate this year.
- c. Each Director should have a binder on the table in front of them with their name on it. Inside the binder is a flow chart, copy of our policy and by-laws, director list, the Fair's Emergency Action Plan, and your director passes. If you need more passes, please let me know. Please read through the emergency action plan so you do know what to do when there is an emergency.
- d. Thank you to David Yunker for the fire extinguisher training this evening before the meeting.
- e. The 4-H Office is cleared of all the mold. The test came back that there is no mold in the office. 4-H is good to go back into the office. We couldn't get all the glue off the floor. We will put down rugs.
- f. The Bur Oak Fence work will be done on Thursday, September 7, 2023, and Friday, September 8, 2023.
- g. The concrete in front of the maintenance barn will be poured this week.
- h. We received the bikes from Meijer for \$100.00 per bike for this year's bike raffle. We had 20 bike sponsors this year.
- i. We will have large maps of the Fairgrounds placed around the Fairgrounds this year. We also have lots of signage that needs to be put up.
- j. On Friday and Saturday nights of Fair Week we have Glen Oaks Athletic teams helping where we need them.
- k. The new 4-H picture backdrop has been put in and is down on the northside of the show arena by the bathroom.
- l. Stacey Bower is heading up a fundraiser for the future educational area where the Garden is currently located. There will be a wagon on the west end of Barn# 53 with banners/signage on it to collect pop cans for the future project. All the proceeds from the pop cans will go towards the future project.

Old Business:

New Business:

a. Charlie Carpenters Telehandler – Tricia Ulsh

Tricia Ulsh asked if the Fair will be using Charlie Carpenters telehandler again this year during Fair Week. It was confirmed that the Fair will be using Charlie Carpenters telehandler during Fair Week. Tricia stated that our by-laws state that the Fair Board has to vote on this since Charlie is a Fair Board Director and he is being paid to use his equipment.

MOTION by: Debbie Davis, Second by: Ronnie Bauman

Motion to allow Charlie Carpenter to bring his telehandler and let the Fairgrounds use his telehandler for the week before and week of the 2023 Fair and pay him \$500.00, as we have in the past was made by: Debbie Davis and the second was made by: Ronnie Bauman.

Motion passed 14-0

Charlie Carpenter abstained from voting.

Adjournment of Meeting:

The meeting was adjourned at 7:25 p.m.

MOTION by: Angie Mingus, Second by: Debbie Davis

Motion to adjourn the meeting was made by: Angie Mingus and the second was made by: Debbie Davis.

Motion passed 15-0

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