

**St. Joseph County Grange Fair**  
**Board Meeting Minutes**  
September 5, 2024  
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, Mindy Timm, Kristine Kirsch, Charlie Carpenter, Deb Cupp, Deborah Davis, Bill Lindsley, John Tate, Mark Trowbridge, Barb Weston, Bill Younts, and Fair Manager Christina Yunker.

**Excuse any absent Directors:**

**MOTION** by: Debbie Davis, Second by: Kris Kirsch

Motion was made to excuse the absent directors; Stacey Bower, Lisa DeLeo, and Ron Weston, was made by: Debbie Davis and the second was made by: Kris Kirsch

**Motion Passed 11-0.**

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

**MOTION** by: Kris Kirsch, Second by: Mark Trowbridge

Motion was made to approve the presented agenda, was made by: Kris Kirsch and the second was made by: Mark Trowbridge

**Motion passed 11-0.**

***Adopting of the Minutes:***

**MOTION** by: Kristine Kirsch, Second by: Mark Trowbridge

Motion was made to approve the August 8, 2024, Fair Board Meeting minutes with the suggested changes was made by: Kristine Kirsch and the second was made by: Mark Trowbridge.

**Motion passed 11-0.**

***4-H Update – Kayla Mitchell:***

Kayla Mitchell provided the following 4-H update to the Fair Board. Hog barn will be set up tonight. All other barns will be set up the next week. Kayla asked the Fair Board regarding donor passes.

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

Motion to give donor passes as requested by 4-H and to be charged half price when redeemed, was made by: Debbie Davis and the second was made by: Bill Younts

**Motion passed 11-0.**

**MOTION** by: Angie Mingus, Second by: Debbie Davis

Motion to give still exhibit kids three day passes each for Fair Week, .0  
|was made by: Angie Mingus and the second was made by: Debbie Davis

**Motion passed 11-0.**

***Recognition of Visitors:***

Visitors at the meeting were: Mike Sherman, Kayla Mitchell, Pam Cook, Norma Switalski, Scott Miracle, Connie Miracle, and Diane Zinsmaster.

***Public Comment:***

Diane Zinsmaster asked the Fair Board for 12 pit passes for the TK Pro Rodeo event to give away at upcoming horse shows this coming weekend to promote the new rodeo event.

**MOTION** by: Angie Mingus, Second by: Debbie Davis

Motion to provide 12 pit passes to Diane Zinsmaster for the TK Pro Rodeo event during Fair Week, was made by: Angie Mingus and the second was made by: Debbie Davis.

**Motion passed 11-0.**

***Treasurer’s Report:***

Kristine Kirsch, Fair Board Treasurer, presented the Fair Board with the following financial documents; Statement of Financial Position as of September 3, 2024, and Statement of Activity & Budget vs Actual.

**MOTION** by: Angie Mingus, Second by: Mindy Timm

Motion to place on the record the Treasure’s report that was presented to the Fair Board. Motion was made by: Angie Mingus and the second was made by: Mindy Timm.

**Motion passed 10-1**

***Correspondence:***

There were no correspondences.

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

- ***Bill Younts*** –
  - *Grants/Legacy Committee* – No report to give.
  - *Birthing Tent Committee* – Meeting with Steve Wolf to plan for a pump for the water for the animals in the Birthing Tent during Fair Week.
  
- ***Debbie Davis***
  - *4-H Extension Liaison* – No report to give.
  
- ***Keith Bower***
  - *Entertainment Committee*- All promoters have been contacted and we are good to go for Fair Week.
  - *Ice Committee*- Ice making is completed to start Fair Week.
  - *Antique Tractors in Heritage Park* – As of today, 51 tractors have signed up for open class.
  - *Parking Lot* – The parking lot will be finished this week.
  
- ***Charlie Carpenter*** –
  - *Fair Week Maintenance*- Nothing to report
  
- ***Angie Mings***
  - *Review of Tents for Fair Week* – Angie went over the tent list and sizes with the Fair Board of Directors.
  - *Machinery Dealers/Tractors Committee*- No report to give.
  - *Heritage Park/Hall Committee* – Barb Weston will give report on Heritage Hall. Heritage Park is coming along just need to finalize the layout.
  - *Marquee/New Digital Sign* – No report to give.
  - *Fundraising and Sponsorship Committee* – No report to give.
  - *Beer Tent*- Needing a few more people to work at the second and mobile location during Fair Week.
  
- ***Bill Lindsley***
  - No report to give.
  
- ***John Tate***
  - *Grange Building* – No report to give.
  
- ***Barb Weston***
  - *Community Stage* – Everything is all set for Fair Week.
  - *Fair T-Shirt* – No report to give.
  - *Educational Area in Heritage Park* – Heritage Hall is coming together. Ron volunteered himself for the Garden project in Heritage Park. There will be trading post signs, seating area, modern crops, and much more.

- **Mindy Timm**
  - *Fair Advertising and Marketing Committee* –
    - **2024 Fair Marketing-**
      - Brochures still need to be pushed and handed out, please take some with you and sign up for a specific area.
      - Yard signs, please distribute those as you distribute brochures.
- **Kristine Kirsch**
  - *First Aid Station* – Cleaned and ready to go.
  - *Finance and Budget Committee* – No report to give
  - *Open Class Superintendent* – Open class chickens are full; entries are coming in every single day.
- **Deb Cupp**
  - *Courtesy Carts* – Things are coming together and going well.
- **Ron Weston – ABSENT**
  - *Heritage Hall* –
- **Stacey Bower**
  - *Harness Racing* – The State of Michigan will be providing the water truck and driver for the two days of Harness Racing.
  - *Personnel Committee* – No report to give
  - *Nominating and Elections Committee* – No report to give.
- **Mark Trowbridge**
  - *Technology Committee* –The lines damaged in fire are all hooked back up.
  - *Farm to Table Project in Heritage Park* – No report to give.
  - *Policy and By-Laws Committee* – No report to give.
- **Lisa DeLeo – ABSENT**
  - *Hall of Fame Committee-*

***Manager’s Report:***

**Fair Manager, Christina Yunker, presented the Fair Board with the following Manager’s Report.**

1. **Grounds/Improvements/Repairs**
  - a. **Barn 42:** Concrete done today. TECH will start on electric inside during Fair Week as they have time.
  - b. **Electrical Inspection Update** – All “C” level issues have been addressed and inspected.

## 2. Report

a. **4-H Inventory:** Have not had the chance to look into this further. This may be an “after the fair” topic.

b. **Tree Trunk Project:** Trunk has been moved behind maintenance barn.

## 3. Fair Week

a. **Sunday:** Looking for someone to cover the Burr Oak Gate until all rides are in.

i. **Sit there and let ride company in.**

b. **Help:** Looking for grandstand ushers/west pit ushers

b. Camping Office Opens Sunday: 8 a.m. to 8 p.m.

c. Cards with Numbers, Channels, and Extensions; please keep with you can laminate after meeting if you would like.

d. Radio Pick-up: Friday 9/13 after 12 p.m./noon

i. Everyone will be assigned to a radio (\$450.00 replacement cost if damaged)

ii. Charging banks for directors will be located in Sheriff's Dept.

1. Drop off to the window and tell them your name before 10 p.m. and pick them up after 7 a.m. meeting.

e. Director Packets:

i. Current policy for wristband vouchers is ½ priced, see attached document in your director packets.

### Old Business:

There was no old business.

### *New Business:*

a. Animal Barns closed during shows – 4-H Request

**MOTION** by: Kris Kirsch, Second by: Barb Weston

Motion to close all animal barns during show times per specie, was made by: Kris Kirsch and the second was made by: Barb Weston.

**Motion Failed 0-11.**

**MOTION** by: Angie Mingus, Second by: Kris Kirsch  
Motion to allow the superintendents to close the barn of their species on show day and sale day during their species showing and selling at their discretion, was made by: Angie Mingus and the second was made by: Kris Kirsch  
**Motion passed 11-0.**

- b. Small Animal breeding stock released Sunday, Sept. 22<sup>nd</sup> at Midnight – 4-H request

**MOTION** by: Mark Trowbridge, Second by: Angie Mingus  
Motion to release all animals from the Fairgrounds on Saturday, September 21, 2024 at 11 p.m., was made by: Mark Trowbridge and the second was made by: Angie Mingus.  
**Motion passed 11-0.**

Adjournment of Meeting:  
The meeting was adjourned at 7:53 p.m.

**MOTION** by: Angie Mingus, Second by: Mark Trowbridge  
Motion to adjourn the meeting was made by: Angie Mingus and the second was made by: Mark Trowbridge.  
**Motion passed 11-0.**

**Meeting Minutes taken and prepared by: Mindy Timm – St. Joseph County Grange Fair Board Secretary**