



Montcalm County Fair Association Board Meeting
8 January 2024
Montcalm County Fairgrounds, Greenville, MI

The meeting was called to order at 7:04 pm by Todd Hetherington and the Pledge of Allegiance and 4-H Pledge were recited.

Shirley Motion to approve Agenda, Sunni Second. Motion carried.

Installation of Blaine Jenks as Director.

Board members present:

Officers: President Todd Hetherington, 1st Vice President Jason Nadeau, 2nd Vice President Brad Heft, Treasurer Lisa Johnson, and Secretary Tammi Jahnke

Directors: Becka Merren, Shaun Hyde, Jamison German, Tammy Hancock, Shirley Dean, Joe Minkel, Tom Aldridge, Sunni Haglund and Blaine Jenks

Directors Absent: Amber Ryan

Rental Coordinator: Katie Johnson - Absent

Others present were: Sunni Haglund – MSUE PC

Guests: Jackie Nadeau, Bree Jenks, Mary Gee, Melissa Eldridge, Dave Harper, Jennifer Senn, Niki Chaffin, and Melissa Williams.

Secretary Minutes from December 2023 presented by Tammi Jahnke. Motion to approve made by Sunni Haglund to approve to with the correction of Mega from \$10 to \$30. Second by Shawn Hyde. Motion passed to place minutes on file.

Financials presented through the end of November 2023 by Treasurer Lisa Johnson. Motion to approve financials through the end of November 2023 by Jason Nadeau. Second by Becka Merren. Motion passed to place financials on file.

Guest Comments

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Dave Harper of Poorman Pullers requested to put on a show again at Fair 2024, date is flexible, in 2023 was on Thursday evening. Motion by Tammi Jahnke to approve. Second by Becka Merren. Motion passed.

Extension Office:

- Sunni Haglund provided an Extension Report.
- Tammi Jahnke advised that 4-H CCC is in the process of the Annual collection for DeVos Children's Hospital.

Executive Committee:

- Did not meet.

Budget & Audit Committee:

- See Minutes from Audit of MCFAAC – Niki Chaffin has fixed some of the problems and is working to fix others.
- Shirley Dean addressed the concern of making sure that all of the proper people are on all accounts. Shirley Dean made a motion to add Mark Newman to the two MCFAAC accounts, make sure Lisa Johnson is on said accounts also, and remove Cory Wall to bring accounts up-to-date. Tammi Jahnke second. Motion carried.

Bylaws:

- Sunni Haglund reported that we met on the 6th of December 2023 and revised the ballot to allow for voting on each change, rather than the Bylaws as a whole.

Buildings, Grounds, Camping & Construction Committee:

- Todd Hetherington advised he has not received an update on the Beef Barn roof.
- Todd Hetherington advised that he has been in contract with the drain commissioner and is waiting for a response.
- Sunni Haglund presented a proposal that our Policies and Procedures be revised to include that all MCFA Affiliated Committees asking for funds for repairs or upgrades to specific areas of the fairgrounds be required to present a written plan with estimates and present it to the Board for approval. Discussion followed. Sunni will revise the wording of this proposed policy and the Directors will revisit it at the February 2024 meeting.
- Sunni proposed that per our MCFA Bylaws Section 13 - Fairs and Exhibitions Part B, our Policies and Procedures should reflect within them that it is a joint effort between the MCFA Board of Directors and the MSUE 4-H Program Coordinator to select and manage the Project Superintendents. Motion made by Lisa to incorporate into MCFA Policies and Procedures. Second Tammi Jahnke. Motion passed.

- Sunni purposed that a Policy and Procedure be added to state that the Board of Directors, the 4-H Project Coordinator and Superintendents be required to wear some form of identification, whether it be a shirt, vest or lanyard, while performing duties during fair. Motion made by Lisa Johnson to incorporate into MCFA Policies and Procedures. Second Shirley Dean. Motion passed.
- Discuss took place about the collection and timing of UTV, camping and parking passes. Becka Merren made a motion to increase UTV fee to \$50 from \$40. Second by Joe Minkel. Motion passed.
- Shirley Dean brought up issue with speakers in barns needing to be addressed, so that announcements can be heard (none in small animal barn).

Rental Committee:

- Brad Heft shared Katie Johnson's report on the rental activities to date for the month of December 2023 was 5 Christmas Parties, Lion's Club Toys for Tots and a Funeral. New wi-fi thermostats have been installed. Most of the company parties rebooked for December 2024.
- Lisa Johnson made a suggestion to return \$300 check (damage deposit that they said we don't have to return) to Lion's Club for the extras that they did to help out with the Ash Building. Shirley Dean made motion to return check. Jamison German second. Motion passed.

Judges:

- No report. Sunni Haglund requested to be added to the committee.

Livestock/Agriculture/Bio-Security/MCFAAC:

- No report.

Concessions, Commercial Exhibits & Grandstand Events:

- Poorman Pullers are contracted for 2024.
- Rest will be addressed at MAFE Conference.

Fairbook & Showworks

- Mary Gee requested \$550 for Showworks for 2024 fair. Motion by Tammy Hancock to approve, Shaun Hyde 2nd. Motion passed.
- Mary Gee advised that Floyd (computer tech) should have the new server done by the end of January 2024.
- Mary Gee asked about drug testing information for fairbook. We still need a policy for the Policies and Procedures.

Awards/Trophies:

- No report

Marketing/Fundraising/Website/Communications Committee:

- See report.

- Jackie Nadeau advised the committee needs permission to spend up to \$1,300 to cover the cost of the Mega Raffle Event. Motion by Shirley Dean, 2nd by Sunni Haglund. Motion passed.
- Motion by Shirley Dean to put rental prices on website, second by Blaine Jenks. Shirley amended motion to send the advertising issue back to the rental and marketing committee for discussion as to best way to handle marketing of Ash Building Rental.
- It was brought to the Directors' attention that the fair week is not on the online calendar. Discussion took place. Katie Johnson and Jenn Senn have access to the calendar. Jenn will talk to Katie and get the issue addressed.
- All registration forms are updated on website except for horse and dog per Jenn Senn.

Accessibility Committee:

- January 15, 2024 7:15pm at Ash Building is the next meeting. Michelle Nitengale is working on the designs, then committee can move forward.

Kids Day (Youth, Family & Community) Committee:

- Brad Heft shared that they are starting to make phone calls and getting organized.

Old Business:

- Vacancy on Board of Directors has been filled by Blaine Jenks.

New Business:

- Tammy Hancock advised a response from Tarin Minkel – Marketing/Sponsor Committee would like to add an extra line for banners and give 50% to project area minus the cost of the banner. This will be discussed at committee meetings. Motion by Tammy Hancock to add a line on our sponsorship form to add banners for horse area (3x5) and 50% of the profit after the cost of the banner would go back to be earmarked to be spent in the horse area of the fairgrounds. Second Becka Merren. Motion passed.

Motion made by Jason Nadeau to adjourn. Support by Becka Merren. Meeting adjourned at 9:12 pm.

Respectfully submitted by Tammi Jahnke, Secretary

Next Meeting Dates:

Regular Meeting – 5 February 2024 at 7:00 PM
At Ash Building, Montcalm County Fairgrounds,
Greenville, Michigan

ALL Fair Committee Members and interested 4-H Volunteers/Members are invited to attend.

MAFE Conference – January 11th through January 13th 2024
Fair Dates – June 23rd through June 29th 2024