

# Calhoun County Agricultural & Industrial Society

## Minutes of Board Meeting

May 16<sup>th</sup>, 2016 – Marshall Middle School - 7:00 PM

### **Call to Order**

The May 16<sup>th</sup>, 2016 Board meeting was called to order by CCAIS Board Vice President, Vic Potter at 7:00 pm at Marshall Middle School.

Pledge of Allegiance was led by Nick Collier.

Attendance with Roll Call was conducted by Susan Baldwin.

Present: Vic Potter, Jim Olds, Amanda Shreve, Susan Baldwin, Steven Benham, Tom Carr, Nick Collier, Hope Horton, Matt Ivey, Art Kale. Excused: Doug Wildt

Approval of Agenda - motion by Amanda Shreve, seconded by Matt Ivey, to approve the agenda. Motion passed.

Secretary's report of the April 18th, 2016 minutes was given by Susan Baldwin. Motion was made by Amanda Shreve, seconded by Jim Olds to file the minutes. Motion passed.

Treasurer and Finance Committee Reports – Amanda Shreve presented the report. Bids had been requested for the new roof on the Boys & Girls Building. The Finance Committee is recommending Harvey Construction. Motion was made by Steve Benham, seconded by Tom Carr, to accept and file the financial report. Motion approved.

Executive Director's Report – Megan Harvey reported that last weekend was weigh in for the goats, swine, calves, and sheep. Preliminary numbers are showing entries for animals are way up. Calves will fill their barn and some in the next barn. Likewise, miniature horses will fill that barn. The Fair Book is now online in two sections for ease of use. Grass has been planted on the infield and is growing. The carnival has provided a generous donation for the Monster Truck Monday event. Upcoming events – June 20 is a carnival in the sheep barn, working with the city on a Halloween event, and will be participating in the Marshall Memorial Day parade. Fair sponsorships are going well.

**Public Comment** - requested for any agenda items.

None.

## **New Business:**

- A. New Roof** – Amanda Shreve asked for approval of the Finance Committee recommendation to contract with Harvey Construction to replace the Boys and Girls Building roof. The work is being paid for by a grant from the Marshall Community Foundation in the amount of \$20,000. Motion was made by Jim Olds, seconded by Steve Benham. Vote was taken by roll call – all in favor 10 – 0, motion passed.
- B. New Fundraising Event** – Cindy Thomas and Jim Pardoe presented a proposal to conduct a new fundraising event to provide funds for youth premiums for the fair – a raffle drawdown and party. The event is proposed for November 5, 2016 at the Marshall Moose Lodge. A maximum of 500 drawdown tickets would be sold for \$75.00 each. If sufficient tickets are sold, the grand prize would be \$5000 with various other prizes during the drawdown, as well as other 50/50 and door prize raffles. The event would include a dinner and drink tickets. Thomas and Pardoe asked for approval of the Board to conduct this fundraising event, and for the event committee to be approved and move forward. Motion was made by Hope Horton, seconded by Tom Carr – vote was all in favor, motion passed.

## **Committee Reports**

- A. Operations Committee** – Vic Potter reported the situation regarding the grandstands and roof. The facility has been condemned at this time. The east end truss is weather damaged and has reached the end of its useful life. Megan Harvey is looking into options including repairing, replacing or removing the roof. Current grandstands cannot be used. Art Kale asked for clarification on the inspection and insurance coverage. Insurer has declined coverage as there is insufficient evidence of wind damage or a covered event. The Board will continue to review options and meet with contractors, engineers and insurance representatives to determine a course of action.
- B. Marketing Committee** – Hope Horton reported that the fair book is online and there has been a good response to the revisions and updating. Megan Harvey reported that the committee is still working on the brochure.
- C. Superintendent Committee** – Hope Horton reported that all livestock species are now covered for superintendents. They are still looking for several superintendents for still exhibits.

- D. Small Animal Auction Committee** – Tom Carr stated there is nothing new to report.
- E. Large Animal Auction Committee** – no report
- F. Livestock Committee** – Tom Carr reported that the Committee is working on a flowchart and procedures for vet interventions.
- G. Master Plan Committee** – Vic Potter reported that the Board met last week to work on the fair vision. Matt Ivey has been working on a plan map for the grounds. The concepts will be brought to the membership in the next month or two.
- H. Policy & Procedure Committee** – Cindy Thomas stated that the Committee is still gathering policies – it has been a slower process than anticipated. There is a lot of information still needed.

#### **Events and Community Reports:**

- A. 4H Council** – Marilyn Letts reported that the lemonade trailer improvements are coming along. Seventy five kids are scheduled to attend explorer days in June. Cloverbuds are still looking for more participants.

- B. FFA Report** – Megan Harvey shared a report from Lora Finch:

“We are currently preparing for our spring awards banquet on Thursday May 19th at 6pm at HCS cafe. We will be awarding deserving FFA members and installing our new officers for the 2016-2017 year. We are also preparing for our annual plant sale on Friday May 27, Sat May 28 and Monday May 30th. We will also be hosting the annual pancake brunch on memorial day Monday May 30th from 7am to noon at the HCS cafeteria.

Over the past month, we took 36 homer FFA members to MSU for the ag skills contests. One team placed 8th in the state with a gold rating for the Floriculture contest. As a reward for the hard work for contests we went to FFA night at the Lansing Lugnuts game. May 9th was the animals day at the school. 30 high school FFA members taught 400 elementary students about animals, corn, soybeans, and also did a butter making and ice cream making demonstration. The younger kids enjoyed seeing the live animals near their playground. 7 new officers were elected and went to regional camp for officer and leadership training. Budd All Tractor of Jackson and Battle Creek recently donated a Farmhall H tractor to the

FFA to restore and this summer/fall we will be holding a raffle. Tickets are \$10 each and the final raffle will be Oct. 14th. We will start selling later this spring.”

Amanda Shreve reported for the Marshall FFA, and expressed many thanks for the great support of the community regarding continuation of the Marshall FFA program. The charter will expire at the end of the year – the club is still working with Marshall School Board about maintaining the program.

- C. Floral Hall Building – John Taylor reported on the open house that was scheduled for the day but just a small handful of folks attended. The attendees were impressed with the buildings at the fair.
- D. Houston School – Bonnie Rocco shared similar comments regarding the open house.
- E. Maple Grove Church – Margaret Taylor also shared a similar experience regarding the open house. This coming Saturday is the beginning of Michigan week. Plans are firming up for the week of fair. Church programs are booked Sun through Thursday.
- F. Fair Museum – See the Floral Hall report.
- G. Cruise the Fountain – Megan Harvey shared that plans are going well. Organizers are hoping to be in the Marshall Memorial Day parade.
- H. Fundraisers/Golf Outing – Ryan Harvey reported that the Committee is collecting donations and gathering hole sponsors and teams for the golf outing. They have 35 paid hole sponsors so far with 5 teams paid and 15 committed. Still collecting door prizes. Also seeking volunteers for the day of the event.

**PUBLIC COMMENT** – three minute time limit and one opportunity to speak.

Jim Pardoe expressed regrets for the poor attendance at the open houses. Perhaps the fairgrounds can attract a few visitors from the Airstream event in Coldwater next weekend.

John Taylor shared that the boys scouts held a metal drive on the grounds but left a number of TV's that are not accepted by recyclers. Megan said they have contacted the boy scout leader.

Pattie Baughman asked why the membership does not get a financial report, such as where the sponsorships come from, also should get information such as the grass being planted on the infield. How are donations to the church handled? Amanda Shreve explained the restricted fund accounts and stated that the financial reports are all available at the office. Megan shared that activities on the fairgrounds are listed on the calendar on the website. Hope Horton shared how she handles her sponsor letters. Vic Potter noted that the Finance Committee meets on the first Monday of the month and members are welcome.

Kim Mowery reminded everyone that the antique tractor pull is on June 4 in front of the grandstand.

Jack VanVoores noted that there is a lot of business in Battle Creek that the Fair could tap into. He shared his ideas for contacting supporters. He has sent letters himself. He would like to see more attendance from Battle Creek.

Tim Zimmerman also mentioned area companies that could be contacted for support.

Shawn Green announced that a speaker is coming on May 22 and will speak at 2 pm at the Church on rabbits and showing.

#### **BOARD COMMENTS –**

Hope Horton shared that the Board is working well together on projects.

Vic Potter stated that members can come to the workshops if they are interested.

Nick Collier offered many thanks to Jim Pardoe and Cindy Thomas for developing and offering the new fundraiser idea.

**Adjournment** – Motion was made by Amanda Shreve, seconded by Matt Ivey, to adjourn the meeting at 8:01 pm. Motion passed.

Submitted by Susan Baldwin, Board Secretary