

# Calhoun County Agricultural & Industrial Society

## Minutes of Board Meeting

June 19th, 2017 – Marshall Middle School - 7:00 PM

### **Call to Order**

The June 19th, 2017 Board meeting was called to order by CCAIS Board President, Vic Potter at 7:00 pm at the Marshall Middle School.

Pledge of Allegiance was led by Nick Collier.

Attendance with Roll Call was conducted by Susan Baldwin.

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

Approval of Agenda - motion by Susan Baldwin, seconded by Steve Benham, to approve the agenda. Motion passed.

Secretary's report of the May 15th, 2017 minutes was given by Susan Baldwin. A clarification was suggested on page 2. Motion was made by Susan Baldwin, seconded by Tom Carr, to file the minutes as amended. Motion passed.

Treasurer and Finance Committee Reports – Amanda Shreve provided the Treasurer's report. Shreve reviewed the balance sheet and expenses for the period. She noted that the Committee is watching cash flow as expenses are high since fair is coming up. The final golf outing income will be reported next month. Art Kale moved to file the Treasurer's report, Doug Wildt seconded. Motion passed.

**Executive Director's Report** – Megan Harvey reported that Friday Night Under the Lights Bull Riding has been very successful. The fair has brought in a total of \$3698.25 as of today (June 19<sup>th</sup>) with one week left, so if you haven't been out to the rodeo you have a chance this Friday night at 7pm. We have had lots of positive feedback from the participants, the spectators, and the concession people have all been very pleased.

Thank you to those who have come out to volunteer or watch.

CCAIS received a \$10,000 grant from the Marshall Community Foundation for the Merry Mile. They will specifically be funding the Christmas Tree. We are planning a community

tree lighting ceremony along with other events at the Merry Mile this year to allow it to continue to grow. With this grant we are within \$10,000 of having the original \$50k paid back.

Two Thursday's ago, Megan spoke at the What's Brewing Marshall event. She updated everyone about our upcoming events and Fair week schedule. She enjoys speaking with the other businesses of Marshall because they really look forward to what we are up to at the Fairgrounds and we have become a positive piece to the community.

The Fair Brochure has gone to print - we are expecting that back in the next week so we will need help distributing brochures throughout the County, and will gladly accept volunteers to help us get that done.

Megan asked everyone to pull out their smart phones, go to the app store and search Calhoun County Fairgrounds. We now have our own app that has the schedule for all the events throughout the year, you can download the Cruise Schedule, you can buy tickets, see all the sponsors, visit sponsor websites and/or Facebook pages, an interactive map and more! Staff and volunteers are "so super stinkin excited" to be able to offer this! Please download it, explore through it, sign up for the activity stream, we are able to see the location of the download. It allows the fair to do push notifications; we can allow special offers, reminders and more through the app. Megan has partnered with the Carnival Company to pay for ½ of the app costs. It cost \$999 to complete/publish it, it allows us to have the food vendors on there, so she is reaching out to each of them to see if they would like to be included on the app for a price. She believes we are the first in the State to have an app for our fairgrounds. Tell your friends to download our app.

The Sportsmen's Expo is gaining ground, Elise has approximately 30 vendors that are coming, and a title sponsor. This event will take place the weekend after the fair. She is still looking for vendors so if you know of any deer/turkey/outdoor vendors/distributors please let her know.

The Cruise is coming up and going well. We have about 100 registered which is about average for this time of year. Everyone seems happy with the change of schedule. We will be having Jake Kershaw and Fireworks Friday night at the Fairgrounds for \$5 a person. Saturday will be the main event for the car show including the burn out contest, muffler rapping and pin up contest.

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

None.

**New Business:**

- A. **Dumping Policy** – Vic Potter reminded everyone about the incidents of improper dumping that have occurred. He reviewed a proposed policy and procedure to govern dumping. Fees will be charged in some cases. After discussion, the Board decided to charge fees by the yard – the proposed policy will be adjusted accordingly. Megan and Darryl will monitor the process. People wishing to dump must get approval from the fair office first.

Motion to approve the dumping policy with the adjustment for fees per yard was made by Amanda Shreve, seconded by Doug Wildt. Roll call vote was taken – all in favor of the policy. Motion passed.

**Discussion Items:**

- A. **None.**

**Committee Reports**

- A. **Operations Committee** – Ryan Harvey reported that Matt Ivey is coming along on improving the electric lines. Bull riding fencing and gates will be coming down right after the final event.
- B. **Marketing Committee** – Megan Harvey noted that some of the marketing committee information was shared in her Executive Director’s report. There will be TV ads for the Cruise. The committee has also sent ads to the Shopper and Advisor.
- C. **Superintendent Committee** – no report.
- D. **Animal Auction Committee** – Steve Benham reported that letters to potential buyers are ready and at the fair office. Luncheon planning is going well.
- E. **Livestock Committee** – Tom Carr stated there was nothing to report.
- F. **Master Plan Committee** – Ryan Harvey noted that the committee has reached out to construction managers for input on proposed changes and

improvements to the grounds. One has responded with a good proposal. A committee meeting will be set up shortly.

**G. Policy & Procedure Committee** – Megan Harvey stated that there is nothing new to report.

**H. Millionaire Raffle Committee** – Megan Harvey reported that Chad Kyger, CTI Mechanical, has agreed to chair the committee.

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

**A.** 4H Council – Marilyn Letts reported that the Cool Mama’s fund raising event went very well. There are plans to hold another event in July. Youth would like to have a “get acquainted” event at the fair. Exploration Days are coming up.

**B.** FFA Report – Lora Finch emailed stating that Marshall, Olivet, and Homer FFA Chapters would no longer be parking cars at the BE Henry Building during fair week, but they would be dedicating their volunteer efforts towards the Miracle of Life Tent and caring for the animals. This would be a better fit the students and their agricultural education. Lora stated there are kids at Washington Leadership Conference, and the Marshall FFA students were preparing for summer events, fair week and would be going on a point system trips for their involvement.

**C.** Floral Hall Building – John Taylor reported he had nothing at this time.

**D.** Houston School – no report.

**E.** Maple Grove Church – Margaret Taylor reported that there was nothing at this time.

**F.** Fair Museum – no report.

**G.** Cruise the Fountain – Megan stated there was nothing additional to report.

**H.** Fundraisers/Golf Outing – Amanda Shreve reported that 13 teams played at the golf outing held on June 10<sup>th</sup> at Tomac Woods. There was good weather. Proceeds should come in about \$5500. The committee is looking for a new chair. If no one wishes to step up, the event will not be

held next year. There is too much competition from other golf events now.

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

Nick Montgomery stated that he heard the Washington St gate would be closed during fair week. Megan explained that we are trying to reduce the number of gates due to shortage of volunteers. The Emergency Response folks have also expressed concerns – too many gates to cover in event of emergency. The current plan under consideration would have Washington St open in the morning until 10 am to allow folks/kids in and out to take care of animals, do chores, etc. then close the gate to regular traffic during the day. The gate would reopen at 6 pm to allow kids to do chores. Amanda Shreve explained that Washington St gate only brings in about \$500 in admissions during the fair week. Clinton St would also be closed starting Sunday morning – people would be directed to the B Drive entrance and would pay the entrance fee at the tree line. Clinton would be manned only to check parking permits. Megan noted that Clinton St has been a safety challenge with cars and people using the same entrance.

**BOARD COMMENTS** –

Jim Olds asked about paving the road near the covered arena. Ryan Harvey explained that he spoke with John LaForge. There was discussion that paving now would not make sense if things change under the new Master Plan. Megan is aware that some patching needs to be done. Ryan noted that things are moving well with the Master Plan and they are hoping to have the plan complete and begin raising funds in the next year or two. Ryan will address paving holes for safety concerns. Doug Wildt supported saving money if we can plan ahead.

Vic Potter noted that there have been some comments made about “too much family at the top” in the fair staff and board. He indicated anyone with questions should bring them forward.

Amanda Shreve stated that from the Finance Committee’s standpoint, they are completely confident that the process is good, everything is checked and recorded.

If anyone is not comfortable approaching Vic Potter with questions or concerns, they can go to Doug Wildt.

Jim Olds mentioned that he attended one of the bull riding Friday night events and was very impressed. It was very busy and lots of families were there. Thanks to Megan for adding new events to the fair.

**Adjournment** – Meeting was adjourned at 7:37 pm.

Submitted by Susan Baldwin, Board Secretary