

Calhoun County Agricultural & Industrial Society

Minutes of Board Meeting

June 18, 2018 – Marshall Middle School - 7:00 PM

**Call to Order**

The June 18, 2018 Board meeting was called to order by CCAIS Board 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, Susan Baldwin, Steven Benham, Nick Collier, Art Kale, Erik Myers, Jim Olds, Steve Swafford. Excused: Doug Wildt, Matt Ivey.

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

Secretary's report of the May 21, 2018 Board meeting minutes was given by Susan Baldwin. Motion was made by Susan Baldwin, seconded by Steve Benham, to file the minutes. Motion passed by voice vote.

**Treasurer and Finance Committee Reports** – Elise Switzer reported that Megan Harvey reached the Sponsorship goal of \$90,000.00. She also reminded everyone that there is an opening on the Finance Committee since Amanda Shreve has resigned. Vic Potter noted that the fair has asked Chad Smith, the accountant, to look into what work is needed to best maintain the records.

**Executive Director's Report** – Elise Switzer provided the Executive Director's report while Megan is away. Camping invoices for Fair week have been sent out and are due July 16. There is still time to purchase memberships for this year.

Amateur bull riding on Friday nights has been going well – averaging over 500 attendees a night. The Rodeo company has done a good job coordinating the event.

The Cruise event planning is going well – dates are July 6-7. Planning for the golf outing is also well under way. The event is on a Friday this year – July 13.

The Fair schedule is now online. Grandstand events are: Sunday – church bands, Monday – Monster trucks, Tuesday – truck pull, Wednesday and Thursday – rodeo with different events each night, Friday – mud runs, Saturday – demo derby.

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

None.

**New Business:**

- A. Superintendent Application.** The Fair received an application from Ginger Sterly for Superintendent of the Pee Wee Youth Division. The Superintendent Review Committee recommends that Ginger’s application be approved. Following discussion, the Board voted unanimously to appoint Ginger.

**Discussion Items:**

- A. Golf Cart** – several years ago, dog show representatives donated a golf cart to the Fair. It now needs substantial repairs – estimated to be \$1100. A refurbished cart is currently being offered for sale for \$800. CCAIS already owns several carts. CCAIS rents a number of carts for fair week, costing \$300 to \$500 per cart for the week, depending on size. Jim Olds moved to purchase the refurbished cart, Steve Benham seconded. Discussion continued regarding cost to maintain the carts and future rentals. The action was tabled to determine needs and status of existing carts.
- B. Board Vacancy** – Susan Baldwin reminded the Board and attendees that there is a vacancy on the Board due to Amanda Shreve’s resignation. Baldwin also noted that another check signer was needed to replace Amanda. Baldwin made a motion to fill the vacancy, recommending that the Board take applications and review the applicants prior to the next meeting. She also moved that Matt Ivey be added as a check signer for the CCAIS accounts. Steve Benham seconded. Motion was approved unanimously by roll call vote.
- C. T.J. Schmidt Carnival Contract Renewal** – Elise Switzer reported that T.J. Schmidt Carnival has requested that CCAIS sign a contract renewal to serve as the CCAIS carnival provider for the years 2020, 2021, 2022 and 2023. Elise noted that the contract is for the same cost and percentage as the current

contract. The Board discussed the need to review the contract and postponed further action to a later Board meeting.

### **Committee Reports**

- A. Operations Committee** – no report.
- B. Marketing Committee** – Elise Switzer reported that she met with the printing company. CCAIS will be ordering 65,000 copies of the brochure to use as shopper/advisor inserts and as well as distributed copies. This will ensure that the information is consistent across sources. The fairground app has been renewed and will include additional fair information. Cruise and golf outing marketing is going well.
- C. Superintendent Committee** – no additional report.
- D. Animal Auction Committee** – Steve Benham reported that the committee had a meeting to discuss show promotion.
- E. Livestock Committee** – Hope Horton reported that the Committee is following up with Supers on DNA collection. There were some errors and they are being addressed. More training will be provided. DNA samples have been sealed and stored in the fair office. Chemical Bank will be holding the keys to the safes. The Committee worked with Kathy Fischer on scheduling for fair week. Next meeting is Wednesday at 7 pm at the Church.
- F. NonLivestock Committee** – Elise reported that the judging contracts have been sent out.
- G. Master Plan Committee** – Elise has asked C2AE for additional meeting dates to reschedule the workshop. She will follow up again.
- H. Policy & Procedure Committee** – no report.
- I. Millionaire Raffle Committee** – no report.

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

- A. 4H Council** – no report.
- B. FFA Report** – no report.

- C. Floral Hall Building – John Taylor stated that there is nothing to report at this time.
- D. Houston School – Margaret Taylor reported that donations have been coming in for the next auction. The Church basement has been painted.
- E. Maple Grove Church – See School report.
- F. Fair Museum – See School report.

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

Sandi Christie stated that the Red Cross clowns would like to attend the fair on Kids Day and put out a tip jar. Vic Potter referred Sandi to Elise for arrangements.

Hope Horton suggested that a code lock be put on the Church so there are fewer issues if a group or committee has a meeting there. She also asked if the Board would donate cases of water for the cookout. Vic Potter asked Hope to meet with Elise.

Kim Mowry asked about the beef superintendent. Awards need to be arranged. Hope Horton stated that an application has been received and will be addressed soon.

Amy Cobb asked about the current fair office hours. Elise reported that the hours are Monday 9 – 6 pm, Tuesday and Wednesday 9 – 4 pm, Thursday 11 – 4 pm and Friday 9 – 4 pm.

**BOARD COMMENTS –**

Vic Potter reported that he attended a Farm Hall of Fame meeting. There is a group interested in restoring the Belcher Building. The Board had general discussion of the costs of repair versus replacement.

Jim Olds asked about the paid bills report. He would like to see a memo line to explain expenses. Vic Potter would like a breakdown of the credit card bills.

Art Kale asked how advertising for the fair is done in the Battle Creek area. Elise explained that she sends information to the BC Enquirer and area advertising papers.

**Adjournment** – Meeting was adjourned at 7:40 pm by Vic Potter.

Submitted by Susan Baldwin, Board Secretary