

Calhoun County Agricultural & Industrial Society  
Minutes of Board Meeting  
February 20, 2019 – Marshall Middle School - 7:00 PM

**Call to Order**

The February 20, 2019 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 Erik Myers.

Attendance with Roll Call was conducted by Susan Baldwin.

Present: Vic Potter, Jim Olds, Susan Baldwin, Steven Benham, Hope Horton, Erik Myers, Bruce Rapp, Chip Riddle, Steve Swafford. Excused: Doug Wildt.

**Appointment of Open Board Seat/Treasurer**

Vic Potter stated that one application had been received by the deadline for the open Board seat – Bill DeSmet indicated his interest in the position. Motion was made by Hope Horton, seconded by Erik Myers, to appoint Bill DeSmet to the open seat. Motion was approved by unanimous voice vote.

Vic Potter asked for nominations for the position of Board Treasurer. Motion was made by Hope Horton, seconded by Steve Swafford to appoint Bill DeSmet to the position. Bill accepted the nomination. Motion was approved by unanimous voice vote.

Approval of Agenda – Motion by Susan Baldwin, seconded by Bruce Rapp, to approve the agenda as presented. Motion passed.

Secretary's report of the January 16, 2019 minutes was given by Susan Baldwin. Motion was made by Susan, seconded by Steve Benham, to file the minutes. Motion passed.

Treasurer and Finance Committee Reports – Bill DeSmet presented the finance report. The Finance Committee met on Feb 19. Chad Smith and Bill DeSmet are still working on the 2017-2018 numbers. Sorting revenues and expenses by event and providing more details. They are also re-designing budget records and adding details. Bill discussed two outstanding auction payments – the decision was made to make payment to the youth and follow up with collection. Bill wants to update procedures so collection happens faster and may recommend policies if a buyer does not pay, such as not being allowed to bid the next year.

Bill DeSmet reviewed the finance statements for the first quarter. CCAIS has approximately \$127,000 in checking. He also shared the proposed budget for the next three quarters. The budget does not include the auction proceeds as this money goes in and out. The Board discussed more options for collecting auction proceeds and dealing with auction non-payments.

Fair Manager Report – Jen Rice provided the Fair Manager report.

**Fairgrounds Facebook page (last 30 days)**

- Post reach 84,000 (+31%)
- Post engagements 11,000 (+70%)
- New page likes 107 (+67%)

**Celebrity Server Luncheon**

- 195 people in attendance, \$4,200 raised (after paying Cornwells)

**Merry Mile**

- Harmony and I presented to the Homer Area Community Foundation a couple weeks ago as a follow up for the grant we received from them

**Campground Improvements Grant**

- Submitted last week, Recipients announced April 1<sup>st</sup>
- Projects included:
  - New and relocated dump station
  - Comfort Center renovation
  - Office building roof and entry door
  - Electrical improvements
  - Asphalt repairs

**Vintage Market and Camper Show**

- April 27, 2019
- Vendor applications are starting to come in, Thirty vintage campers already confirmed
- Event page on Facebook shows 7,100 people interested

**Big Dogg's House of Hotrods Car Show**

- May 3-4 and July 5-6 – Have met with Bruce several times, everything is on track

**Watson Diesel Michigan Nationals**

- June 21-22, 2019
- Lucas Oil Pro Pulling League
- Rebuilding the surface of our track in front of the grandstands

- Minimum 3-4 year commitment
- Looking at bringing them in the Friday of fair for the grandstand event (moving our traditional truck pulls to Friday as well)

### **Sponsorships**

- Met with Oaklawn and they have committed to Platinum Sponsorship this year (highest level)
- Met with Walters Dimmick last week
- Meeting with FireKeepers and McDonalds of Calhoun County this week

### **Thank You Bill For All Of Your Help In The Office During The Transition!!**

### **New Office Assistant**

- Amanda Jenkot
- Previous work includes office manager and interim director at SAFE Place and executive assistant for the gaming commission at FireKeepers

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

None.

### **Special Presentation**

Aaron Ambler, Water Superintendent, City of Marshall, and Joel Anabel, Project Manager for Peerless Midwest, presented a proposal to install groundwater testing wells on the fairgrounds. The state recommended the property as a good location for the testing. There would be two wells near the maintenance building. One would be a 2 inch into the sand and gravel. The second well would be a 6 inch down to the bedrock. The wells would be steel and cemented in place. The drilling would take place the 3<sup>rd</sup> week of March. The Board asked questions and held discussion. The Board expressed concerns about being held harmless and that the City and the contractor would have workers compensation for anyone working on the fairground property. It was suggested that an agreement be drafted to address these items.

### **Action Items:**

- A. Groundwater Testing Wells** – Following discussion by the Board, Jim Olds moved to accept the project, Bill Desmet seconded. Motion approved by unanimous voice vote.

- B. Acceptance of 2018-2019 Budget** Following discussion, Jim Olds moved to adopt the budget as presented, Steve Benham seconded. A roll call vote was taken – all in favor of the 2018-2019 budget as proposed.
- C. Non-Livestock Committee Structure, Guidelines and Judging Contracts –**  
Hope Horton discussed a proposal to adopt policies to cover the Non-Livestock committee structure, guidelines and judging contracts which follow the policies adopted for Livestock. Hope discussed that the age brackets should be adjusted to match, allowing youth ages 6 to 21 to participate in Non-livestock categories. Motion was made by Hope, seconded by Steven Benham, to adopt the new ages. Motion passed unanimously by voice vote. Hope then moved to adopt the judging guidelines for Non-livestock, seconded by Chip Riddle. Motion passed by unanimous voice vote.

### **Committee Reports**

- A. Operations Committee –** Erik Myers reported that four water leaks have been fixed – one was major. The Comfort Center is scheduled to be painted and new faucets installed. Erik has worked on a new map for the fairgrounds showing gas and water lines (still working on some gas lines.) Erik discussed adding the meters to the map and which buildings are on natural versus LP gas. The location of the new dump station is still being discussed.
- B. Animal Auction Committee –** Hope Horton met with Chemical Bank regarding the slow payments of some buyers at the auction. She shared that at the Branch County fair, non-payers are given warnings and are not allowed to bid the following year if they don't pay. The Board discussed putting due dates on the buyer letters so CCAIS can pursue legal action after a certain time. The Board also discussed how to handle commercial buyers. Hope and Jim Olds discussed the process involved when youth buy their animals for the fair. The Board allowed brief comments from the audience on this topic. Hope indicated that Chemical Bank handles 11 fair auctions around the state.
- C. Livestock Committee –** Hope Horton stated that the Committee is getting changes in for the fairbook. There are a couple of Committee vacancies. Beef weigh-in is scheduled for March 16. DNA tests are due at weigh-in. Looking at loading time and dates for fair.

- D. Non-Livestock Committee** – Hope Horton stated that the Committee met last Monday. A good Committee has been established. They are working on policies and procedures. Next meeting is March 14.

**Events and Community Reports:**

- A.** 4H Council – Kathy Fischer reported that the council is working on a fun recruitment event. They are also developing lemonade stand procedures. She share upcoming programs. There is a chocolate workshop in April and conservation field day in May.
- B.** FFA Report – No report.
- C.** Floral Hall Building – No report.
- D.** Houston School – Bruce Rapp reported that there was an auction last week which earned over \$400 per building.
- E.** Maple Grove Church – Jen Rice reported that four weddings were recently scheduled.
- F.** Fair Museum – JoAnne McKeever and Bruce again mentioned the great auction.

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

None.

**BOARD COMMENTS –**

Vic Potter thanked Jen for her good start at the fair office. Many thanks to Bill DeSmet for his help in the transition. Vic also welcomed Amanda Jenkot.

Hope Horton mentioned the free meal tickets at fair. She does not want to eliminate the tickets for police and fire folks.

Jim Olds asked where the Merry Mile lights and decorations were being stored. Jen stated she purchased storage totes and is using the trailer to better protect the items.

**Adjournment** – Meeting was adjourned at 7:57 pm by Vic Potter.

Submitted by Susan Baldwin, Board Secretary