

Calhoun County Agricultural & Industrial Society

Minutes of Board Meeting

January 15, 2018 – Marshall Middle School - 7:00 PM

Call to Order

The January 15, 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, Doug Wildt, Matt Ivey, Amanda Shreve, Susan Baldwin, Steven Benham, Nick Collier, Erik Myers, Jim Olds, Steve Swafford. Absent: Art Kale.

Approval of Agenda - motion by Susan Baldwin, seconded by Matt Ivey, to approve the agenda as amended. Motion passed.

Secretary's report of the October 16, 2017 Board meeting minutes was given by Susan Baldwin. Baldwin thanked Megan Harvey for handling the minutes for October. Motion was made by Susan Baldwin, seconded by Steve Benham, to file the minutes. Motion passed.

Treasurer and Finance Committee Reports – Amanda Shreve presented the report. She reminded everyone that there was no financial spreadsheet as the reporting was switched to quarterly reports which would provide more detail.

Executive Director's Report – Megan Harvey shared the following Executive Director report:

"It's been a busy two months since we last met. The Merry Mile and all the events that went along with it went very well. Gates receipts were up from last year.

As many of you know I was selected as 1 of 4 to represent Michigan at the International Fair Convention in Las Vegas in November. It was a great experience. I learned lots of information to bring back to our fair and board, as well as went to the general sessions and heard from several uplifting keynote speakers.

This past weekend we attended the Michigan Association of Fairs convention in Grand Rapids. I attended sessions on capital campaigns, board governance, MDARD updates, and the MAFE Young Professionals session. I definitely learned pieces of information that can be applied to our fair. I was also able to secure almost all of our grandstand entertainment for Fair week and was able to get some of our off season pieces buttoned up with vendors that we use outside of fair. Erik, Steve and Elise also attended, I'll let them share what they learned."

Erik Myers, Steve Benham and Elise Switzer shared information about the MAFE Convention sessions which they attended.

Megan also noted that the CCAIS Newsletter was sent out today.

Celebrity Luncheon is February 2nd at Cornwell's. There will be one serving at 11 am. Still looking for volunteers to help sell the 50/50 and door prizes. There are numerous local celebrities coming to serve tables.

Public Comment - requested for any agenda items.

Kori Albrecht shared several remarks about verbal feed records. He asked who will set the guidelines and whether old records will be optional. He asked if feedback was requested from parents or Superintendents.

Kathy Fischer stated that the Livestock Committee should be focused on health and safety issues. Other issues should come from Superintendents.

Michelle Albrecht emailed in comments as she was unable to attend the meeting. Her comments included concerns about mandatory verbal records, and if input was received from parents, exhibitors and superintendents. She raised a number of questions which were read at the meeting. She expressed concerns about children struggling with speaking to the judges.

Hope Horton shared notes from Tom Carr and the Livestock committee supporting the verbal feed records proposal for all livestock that go to auction. The superintendents and leaders can work together to provide educational handouts and rate of gain sheets for youth participants. Horton also shared the experience in the goat group which piloted the verbal feed records. The pilot program went very well.

Kassie Hamaker sent an email to the fair office which Elise Switzer shared at the meeting. Hamaker expressed concerns about the verbal feed records. She was worried about the youth, particularly younger students, having a bad experience. She also urged

that written feed records were vital to keep records on an animal and to educate the youth. Superintendents should have more input and more research needs to be done. Concerned that youth will attend other fairs.

Joanna Wilson shared her thoughts on the verbal feed records. Her sons were in the beef club which piloted the verbal records. The boys had no issues with the verbal records. Her eight year old son won the whole barn. She knows that many kids just re-write the records year after year.

New Business:

- A. Registered Youth Club Approval.** Megan Harvey reported that four groups have applied for approval so far and meet the requirements. Megan recommended that the youth groups be approved. Motion was made by Amanda Shreve, seconded by Erik Myers, to approve the youth groups. Motion was passed unanimously by voice vote.
- B. Destroy Annual Meeting Ballots –** Vic Potter stated the ballots for the Director vote conducted at the CCAIS Annual Meeting in November 2017 had been held the required 30 days. He asked for a motion to destroy to ballots as required under the Bylaws. Motion was made by Susan Baldwin, seconded by Matt Ivey, that the ballots be destroyed. Motion was approved unanimously by voice vote.
- C. Market Animal Livestock Feed Records –** Vic Potter discussed the verbal feed record pilot program conducted at the fair in 2017. All of the information he had received, including a discussion with Tom Carr, indicated that the trial had gone well. Doug Wildt also reported that he heard there were zero issues with the program. Hope Horton was asked for information on the experience with verbal records in the goat group. She indicated that the goat questions were written out and consistent. The beef trial group questions were more open-ended. There had been some reservations expressed regarding larger groups but no issues were reported. Amanda Shreve would like to see guidelines on how verbal feed records would be handled before a vote on this issue. Nick Collier noted that this project has been discussed for over a year, the trial was done with no issues, and flexibility would be based on age and animal. Jim Olds knows that the youth can handle the verbal feed records – knows that kids sometimes copy records from year to year. Motion was made by Doug Wildt, seconded by

Nick Collier to change market animal livestock feed records from written records to verbal records for fair participation. Roll call vote was taken with nine in favor, one opposed (Shreve) – motion approved.

- D. 2018 Annual Budget** – Amanda Shreve provided a report on the 2018 budget. She shared a budget sheet and discussed changes from 2017 to 2018. She also explained the break out of revenues. Shreve also discussed proposed expenditures and specific categories. In the future, will need to budget an increase in funds to account for necessary audits so that CCAIS can apply for grants and other donations. Shreve explained that CCAIS will purchase a lawn mower this year – it was budgeted for the prior year but not purchased. The fair is also going to buy an ATM machine as many attendees are asking for one for the fair. Shreve also discussed the intent to fund a rainy day fund. Shreve answered questions from the Board. It was noted that the golf outing fundraiser income has been dropping. Doug Wildt would prefer to pay down the mortgage rather than put money in a rainy day fund. Shreve made a motion to approve the 2018 budget as presented, Steve Benham seconded. A roll call vote was taken – the budget was unanimously approved.

Discussion Items:

- A. Committee Structure** – Vic Potter discussed that the Board and staff were looking into updating the written policies covering committee structure. Copies of a draft were passed out and will be discussed at a future meeting.

Committee Reports

- A. Operations Committee** – Ryan Harvey reported that the committee is looking for clay for the truck pull area. They are also applying for an MDARD grant for grounds improvements. There was discussion regarding the guard rail height if the level of the ground is raised. The rail is high enough was accommodate the change – it was placed high when it was installed as there were plans to re-grade the area.
- B. Marketing Committee** – Megan Harvey indicated that the committee will be pushing more Facebook information. Also updating the website. Megan asked for another Board member to join the committee. Susan Baldwin agreed to join the Marketing Committee.

- C. Superintendent Committee** – Margaret Harvey noted that letters of interest have been received for the goat and pig Superintendent positions.
- D. Animal Auction Committee** – Hope Horton reported for Tom Carr. They are discussing re-aligning and setting guidelines.
- E. Livestock Committee** – Hope Horton reported for Tom Carr. The Committee will be meeting to elect officers, define committee guidelines, review super applications, discuss the process for swine tagging and discuss Show of Champions changes.
- F. Master Plan Committee** – Matt Ivey reported that C2AE is still working on the plans. Megan has the C2AE handouts from the Annual Meeting and can email them out if anyone is interested.
- G. Policy & Procedure Committee** – Megan Harvey stated there was nothing new to report at this time.
- H. Millionaire Raffle Committee** – Vic Potter introduced Bryan Boyd who has handled raffles for other organizations, including the Homer Fire Department. He is interested in helping with the CCAIS auction. Still looking for more committee members. The Board expressed concerns about the space at the Moose Lodge – need a larger room.

Events and Community Reports:

- A.** 4H Council – no report
- B.** FFA Report – Lora Finch texted her report on the Marshall FFA activities. “Things are going well. We are gearing up for leadership contest. Districts will be Feb 1st at Marshall. Progress is being made on renovating a new ag classroom and I will be moving within the month. Tomorrow is FFA Alumni Annual meeting at Fredonia Township Hall.”
- C.** Floral Hall Building – John Taylor reported that the Committee was really happy with the holiday decorations this year.
- D.** Houston School – Margaret Taylor reported that there was a euchre event for funds for the School, Church and Museum. They earned \$505. There will be Auctions on Feb 10 and March 2 as joint fundraisers.
- E.** Maple Grove Church – See School report.

- F. Fair Museum – See School report.
- G. Cruise the Fountain – Megan Harvey reported that the Committee is looking at contracting with a group to run the event. Looking at cutting entry fee and new events.
- H. Fundraisers/Golf Outing – Vic Potter stated that there is still a need for a new chair if this event is going to happen.

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

Harmony Dawson stated that she is against using vinyl siding on the school and church. She reached out to a painter for information. She found a donor for the primer and a reduced price on the paint. The painter was willing to work with volunteers. She would look into how many volunteers would be needed. She said the paint would cost about \$3000.

Joanne Wilson shared that the Miniwhinnies pancake breakfast would be on Feb 18 at the Home Grange from 8 am to 2 pm.

BOARD COMMENTS –

Vic Potter expressed his thanks to Amanda Shreve for all of her work on the budget – it took a lot of time.

Potter responded to the information shared by Harmony Dawson. He explained the history of how the siding project was developed and that the Church and School groups agreed to combine their funds for the siding. It was an important agreement.

Ryan Harvey reminded everyone that activities happen at the Church and School all through the spring and summer so the siding or painting would have to be completed before the end of March.

Jim Olds expressed concern about how much preparation work would be needed to do a proper paint job.

Margaret Taylor reminded attendees that the Church expenses have all been handled through donations or grants, no CCAIS money is involved.

Jim Olds noted that Floral Hall has siding.

Matt Ivey is willing to re-look at the issue. \$26,000 was the bid for siding both buildings.

Amanda Shreve is concerned about the long term.

Kim Day asked if the buildings were registered historic buildings. The Board said no, they are not.

Ryan Harvey is concerned about lead paint issues. Will do a test this week. Board discussed that if the test comes back positive for lead paint, they should move forward with siding the buildings.

Matt Ivey expressed thanks to Harmony for all of the work on the Merry Mile.

Adjournment – Meeting was adjourned at 8:36 pm by Vic Potter.

Submitted by Susan Baldwin, Board Secretary