



# Saginaw County Agricultural Society

11350 Peet Rd, P.O. Box 449 Chesaning MI 48616



Saginaw County Agricultural Society  
Regular Monthly Meeting  
November 9, 2017

The meeting was called to order at 7:05 pm by President Bruckman. The Pledge of Allegiance was recited and roll was called.

**Present:** Letitia Birchmeier, Richard Borm, Ed Bruckman, Patti Copes, Howard Ebenhoeh, Sara Engelhardt, Donna Felton, Eric Frahm, Jim Gengler, David LeCureux, Brian Mitchell, Valerie Newton, Lana Robinette, Lavern Spolarich

**Absent:** Keith Valentine

**Guests:** Michelle Kettler, Francis Sloan, Sandy Sloan, Dean Boivin, Bob Corrin, Pennie Toma, Maureen Trudell, Kellie Stafford, Tim Rosencrans

## **Public Comment:**

Maureen Trudell expressed concern over the postponing of the final fall Horse department speed show. She asked the board to reconsider the continuance of the series into the spring. Bruckman responded that safety is a concern and recommended that she talk to the Horse department since it is their show.

Dean Boivin addressed the same issue and informed the Board that a covered arena is not available this fall. He pointed out that Trudell had not contacted Patti Copes about the issue.

Bruckman welcomed new members to the Board and they introduced themselves. New members include Letitia Birchmeier, David LeCureux, Brian Mitchell, and Valerie Newton.

## **Additions to the Agenda:**

- Deputy treasurer
- New financial software and services from McDonald and Associates – new business
- Sponsorship – new business

Motion by Borm and supported by Felton to accept the agenda with additions. Motion passed.

## **Secretary's Report:**

Minutes of the October 12 regular meeting were presented. Motion by Copes and supported by Felton to accept the minutes. Motion passed.

## **Treasurer's Report:**

Motion by Frahm and supported by Borm to make Letitia Birchmeier the deputy treasurer. Motion passed.

A treasurer's report for 10/1/17 – 10/31/17 was presented.

Motion by Felton and supported by Copes to receive and file the report. Motion passed.

### **Committee Reports:**

Bruckman asked board members to sign up for at least 2 committees and to participate in the activities of the committees.

**Buildings and Grounds** – no report

**Horse Department** – Copes reported that the committee decided to postpone the final fall speed show due to water standing in the arena. Frank Tomac is working on a solution to compaction around the drainage tile.

Copes is still working on scheduling barrel shows for 2018. She asks that anyone who is scheduling events in the arena to contact her.

**Dog Department** – Copes reported that 36 dogs participated in their first show, and it was a great show. She reported that dog department equipment had been stored in the show arena, but was moved outdoors and has suffered damage. Cost to repair is \$150. The dogs will need a 100x100 grass area for agility competition during Fair, and she asked if they could run in the grandstand on Tuesday night as entertainment.

**Livestock Department** – Kettler reported that PQA numbers for hog exhibitors will be discontinued and replaced by a new certification. The Fair needs to decide if we will require it.

**Technology Committee** – Engelhardt reported that they are working hard to have the premium book ready by January 1.

**Santa's Village** – Sandy Sloan reported that decorating is in progress, but they need more volunteers.

**Office Manager** – Rosencrans reported that most of the winter storage is in. He reported that the Michigan High School Rodeo Association wants to rent the grounds on the second weekend in June for their finals. It is a 3 day event costing \$1500, with stalls and camping being extra. They will have a show in the grandstand on Friday and Saturday, run barrels in the horse arena on Saturday, and have a banquet in the exhibit hall on Sunday. Motion by Frahm and supported by LeCureux to allow this event. Motion passed.

For the on-line entry system we will need a credit card gateway provider and Rosencrans recommended Flagship. With this change, we may be able to discontinue our use of Square. Motion by Copes and supported by Borm to purchase account with Flagship. Motion passed.

Rosencrans requested the purchase of a scanner for the office. His recommendation is for a Fujitsu ScanSnap for \$429.99. Motion by Copes and supported by Felton to authorize this purchase for office use because of Tim's donation of his personal computer for office use. Roll call vote and motion passed with 14 yea votes and 0 nay. Money to come from computer equipment (#173) in budget.

**SVAA Report:** Ebenhoeh explained the mission and purpose of the SVAA. He reported that next year's Harvest Banquet is scheduled for September 15 at the same location. Their new focus will be on sponsorship and they would like sponsors to have recognition throughout the year. He also reported that they would like to apply for more grants and that they may be expanding their board.

## **President's Report:**

- Annual meeting was held November 5.
- Lana needs to know who will be attending the state convention.
- Motion by Frahm and supported by Gengler to move the date of the January board meeting from the 11<sup>th</sup> to the 18<sup>th</sup> due to convention. Motion passed.
- Motion by Borm and supported by Gengler to change the tool room/President's room to a conference room to allow for a private space and small committee meetings. Motion passed.
- Bruckman recommended re-coring the locks on the grounds. New keys will be issued to Board members for the gate and exhibit hall, to Executive Board and Rosencrans for the office, and to Treasurer and Deputy and President for treasurer's office. Money to come from repairs and maintenance in budget (#149). Motion by Birchmeier and supported by Felton to re-core the locks and issue new keys. Motion passed.
- Bruckman appointed Brian Mitchell as the new Buildings and Grounds superintendent.
- Motion by Gengler and supported by Borm to purchase nametags for Board members with a budget of \$200. Motion passed. Engelhardt and Newton will work on this project.
- Bruckman reported that he would like to update the maps of the grounds to show utility lines.
- Snow removal is a concern. We may need to purchase a plow blade for our tractor.
- Bank accounts and credit cards need to be updated to reflect new board members. We will now need 2 signatures on checks.

Motion by Frahm and supported by Borm to remove Teresa Kayden and Francis Sloan from all Saginaw County Agricultural Society bank accounts at The State Bank. Motion passed.

Motion by Frahm and supported by Borm to remove Francis Sloan and Pennie Tomac from the Visa card issued to the Saginaw County Agricultural Society by The State Bank. Motion passed.

Motion by Frahm and supported by Borm to authorize President Ed Bruckman, Treasurer Lana Robinette, and Deputy Treasurer Letitia Birchmeier to sign checks on behalf of and access information regarding accounts belonging to the Saginaw County Agricultural Society at The State Bank. Motion passed.

Motion by Frahm and supported by Borm to authorize President Ed Bruckman and Treasurer Lana Robinette to be issued Visa credit cards for an account held by the Saginaw County Agricultural Society at The State Bank. Motion passed.

## **Unfinished Business:**

- 120 day report needs to be finished. Teresa Kayden and Tre Crook have worked on it, but it needs financial information. Tomac and Rosencrans will review it when it comes back to the office. In the future, Rosencrans will have the responsibility of seeing that it is completed.

## **New Business:**

- Motion by Frahm and supported by Birchmeier to approve 2018 Fair sponsorships at the previous year's levels. Motion passed.
- Motion by Spolarich and supported by Felton to approve a request for membership from Daniel Himstedt. Motion passed.
- The Technology Committee has recommended a financial software switch from Quicken to QuickBooks. Frahm has a 2016 QuickBooks that they would donate to the office. Michelle Kettler presented 3 options for assistance to the Treasurer's office on behalf of McDonald and Associates. She recommended addressing a clean-up of the 2016 financials, transition to QuickBooks, an audit, and a depreciation schedule. Motion by Frahm and supported by Mitchell to purchase the Basic plan for \$2000, make the transition to QuickBooks, add on the internal controls for \$1000, add on the set-up and training with QuickBooks for \$1500, and add on the clean-up of 2016 financials at \$85/hour. Motion passed.

**Correspondence:**

- A thank you note was read that is believed to be from horse exhibitors.
- A letter from Lois Boone was read requesting a contest in the Folk Art department. The letter will be passed on to the new superintendent.

**Public Comment:**

- Francis Sloan reminded the Board that water lines need to be cleaned, that Birchmeier will need to be bonded, that the MDARD grant application will be issued soon, and that he requests a financial audit.
- Bob Corrin expressed concerns about finances, about the condition of Peet Road and the bridge, and about the condition of our grandstand bleachers.
- Pennie Tomac requested that exhibitor fee changes that were approved last month be listed in the minutes. At the October meeting, the Board considered recommendations from the Budget Committee and made the following decisions: change the "parent pass" to a "family member pass" for \$20 and discontinue the "helper pass," increase the weekly camping fee during Fair to \$150, increase adult exhibitor fee to \$15, and increase the youth exhibitor fee to \$7. She also stated that discussion about purchase of still exhibit showcases last month was not covered in the minutes. The Budget committee had allotted \$1400 in line #114 (supplies, decorations, signage) for that purpose. Tomac also expressed concern over using credit cards to pay at the livestock auction. She also reminded the Board that money equal to the USDA loan payment needs to be set aside and could be moved to a CD.

**Directors' Comments:**

- Copes thanked Francis Sloan for his service to the Saginaw County Agricultural Society on behalf of the Board.

Motion by Borm and supported by Felton to adjourn. Motion passed. Meeting adjourned at 9:55 pm.

Respectfully submitted,

Sara Engelhardt  
Secretary

APPROVED