



Saginaw County Agricultural Society

PO Box 449 • Chesaning MI 48616 • 11350 Peet Rd • 989.845.2143 • Fax 989.845.2682

www.SaginawCountyFair.org • SaginawFair@Yahoo.com

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Regular Monthly Meeting

April 11, 2019

The meeting was called to order at 7:01 pm by Copes. The Pledge of Allegiance was recited and roll was called.

Present: Jim Askins, Letitia Birchmeier, Dick Borm, Patti Copes, Howard Ebenhoeh, Sara Engelhardt, Donna Felton, Rosie Garcia, David LeCureux, Beverly Newton, Valerie Newton, Lana Robinette, Pennie Tomac, Keith Valentine

Absent: none

Guests: Dan Copes, Bob Corrin, Denise Ebenhoeh, Peggy Garikes, Yasmin Gewirtz, Nancy Krause, Brian Mitchell, Tim Rosencrans, Gretchen Schulte, Francis Sloan, Sandy Sloan, LaVerne Spolarich

Public Comment: Spolarich suggested contacting Travis Mills to appear on Tuesday, Veterans' Day.

Additions to the Agenda: Garcia asked to be added under new business to discuss painting lines at the ticket booth. Copes added several items under new business: USDA quarterly report, volunteers, and new committees.

Secretary's Report:

Minutes of the March 14 regular meeting were presented. Borm made a correction under director's comments: the ill member is Larry Prueter.

Motion by Borm and supported by V. Newton to accept the report with corrections. Motion passed.

Treasurer's Report:

Robinette presented a Profit & Loss by Class report for 10/1/18 – 3/31/19 prepared by Hoerner's Accounting. The current fiscal year is now entirely on QuickBooks. Garcia commented that the format is easy to read. Several members requested that the font be bigger in the future. Robinette has additional reports printed if members wish to review them. Ryan Hoerner is planning to attend the May meeting and is also planning to have a Balance Sheet by then. Motion by V. Newton and supported by Askins to receive and file the treasurer's report. Motion passed.

Committee Reports:

Santa's Village – Gewirtz and Krause showed a video that they have created that will be shared with community groups. Their intent is to recruit volunteers, advertise the event, and clarify the non-connection to Candlewalk. They also asked that the hall be clear for them beginning October 1. Birchmeier asked about finishing the clean-up process. Some items are still in the hall due to weather and lack of storage containers.

Motion by Garcia and supported by Felton to block off the calendar for Santa's Village beginning October 1. Motion withdrawn. Motion by Garcia and supported by Birchmeier that the exhibit hall be available for rental from February 1 through October 1. Motion passed.

Buildings and Grounds –LeCureux reviewed a written report. He is looking for someone to chair the trash collection during Fair. Job is primarily 6-8 am. He also suggested that livestock departments help to man the stock gate from 6-10 pm.

Horse Department – Copes reported that the ground in the arena has been worked, and it will be open soon. She is working on mulch for landscaping. Weekend in the Country vendors are coming in nicely.

Livestock Department –Tomac reported that they discussed vaccine rules. There is still one outstanding bill of \$100 from the 2018 sale.

Technology – Engelhardt reported that the premium book is online and will be in print soon. They are now updating Showworks.

Camping – Birchmeier reported that lots of sites have already been booked.

Vendors – Birchmeier reported that she has 12 vendors so far. There will be a new nut vendor from Corunna. The helicopter attraction is booked.

Office Manager –Rosencrans provided a written report. Motion by Birchmeier and supported by Felton to give the senior center up to 25 weekday (Tues-Thur) admission only passes in exchange for a donation of a showcase. Motion passed. Discussion about a beer and wine tent during Gypsy Goddess Festival. Festival organizer will need to have license, insurance, and security.

SVAA Report: Ebenhoeh reported that he has licenses for gun raffle and Bossie Bingo. Is working on liquor license for the banquet. Motion by Tomac and supported by Robinette to allow SVAA to have a table in the exhibit hall during Fair to sell tickets and popcorn. Motion passed.

Partnership – Copes presented a pie chart showing expenditures in the entertainment budget. To date \$12,350 has been received in sponsorships.

President's Report:

- In an attempt to shorten meetings, Copes suggested that committees provide a written report each month. The report can be sent to the secretary or brought to the monthly meeting. Agreed by consensus.
- Current office hours are 10-3 Mon-Thu. Historically our summer office hours have been 9-1. Beginning May 1 the summer hours will be 11-3 on Monday, Tuesday, Thursday; 12-6 on Wednesday; and Friday as needed by special events. Two hours of flex time can be used to attend meetings or to work with the office closed.

Unfinished Business:



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- Board Vacancy – Several people have expressed interest, but there was trouble getting the application to them. Motion by Tomac and supported by V. Newton to table this decision until next month. Motion passed.
- Update from Hoerner's Accounting – Robinette reported that the executive board met with Ryan Hoerner last week. He is planning to attend next month's meeting. Current fiscal year is now in QuickBooks. He is also updating a set of account numbers to be used on reports and receipts.
- Audit – Hoerner's is working with Ken Berthiaume to prepare documents for the audit.

New Business:

- Garcia suggested having lines painted in front of the ticket booth to improve flow and forming of lines. She may have a donor for paint and labor. Motion by Birchmeier and supported by Felton to approve the painting of the lines with the donation. Motion passed.
- Copes reported that the USDA quarterly report is due April 20.
- A new committee is needed to develop internal controls. This was recommended by Ken Berthiaume and Cinda Karlick. V. Newton, Tomac, Garcia, Askins, Rosencrans, and Robinette volunteered.
- A committee is needed to manage employees and update documents related to employees. Birchmeier, B. Newton, Felton, Robinette, and Valentine volunteered.
- Copes asked for help with some of her past duties during Fair. Birchmeier offered to organize the tea party on Saturday. Garcia will contact the Chesaning NHS about the minnow race on Saturday. S. Sloan and B. Newton will set up the VIP area on Saturday. Felton will handle cookies and coffee on Tuesday as usual.

Correspondence: None.

Public Comment:

Garikes reported that the Steam Railroad Institute is not planning to return until the railroad tracks are fixed. They believe DOT has plans to do so. She also reported that the State Bank is willing to sponsor veterans at Santa's Village again next year. She is also interested in sending some committee members to MAFE convention.

F. Sloan expressed concern about not doing a financial audit after he left office. He reported that it was voted on and budgeted at that time. Copes reported that going back that far would cost \$20,000. He is also concerned about having someone to chair the garbage collection.

Mitchell asked about the investigation into city water. He reported that current well pumps seem unable to keep up. Sloan said the pumps were checked in the past. They will discuss it further.

Schulte reported that she and Birchmeier will be managing the 4-H food booth this year.

Directors' Comments:

Borm reported that Alice Rex was in the hospital this week. There will be an auction next weekend that includes some of her estate.

Ebenhoeh complimented Copes on her leadership.

Motion by Askins and supported by Felton to adjourn. Motion passed. Meeting adjourned at 8:50 pm.

Respectfully submitted,

Sara Engelhardt
Secretary

APPROVED