

St. Joseph County Grange Fair  
Board Meeting Minutes  
March 13, 2025  
Fair Office  
St. Joseph County Grange Fair  
316 East Charlotte Street  
Centreville, MI 49032

President Keith Bower called the St. Joseph County Grange Fair Association Fair Board Meeting to order at 6:00 p.m. in the Fair Office located on the Fairgrounds of the St. Joseph County Grange Fair in Centreville Michigan.

*Pledge of Allegiance:* The St. Joseph County Grange Fair Association Fair Board Directors stated the Pledge of Allegiance at 6:01 p.m.

*Present:* The St. Joseph County Grange Fair Board Members that were present; Keith Bower, Kristine Kirsch, Mindy Timm, Stacey Bower, Blake Groves, Bill Lindsley, Steve Trattles, Mark Trowbridge, Tricia Ulsh, Ron Weston, Bill Younts, and Fair Manager Christina Yunker. Deborah Davis arrived at 6:08

*Excuse any absent Directors:* Kris Kirsch made a motion to excuse Angie Mingus from the meeting. Mindy Timm Seconded the motion. Motion passed

***Review and Approval of the Agenda:***

- Motion to approve agenda by Mark Trowbridge 2<sup>nd</sup> by Kris Kirsch. Motion passed.

***Adopting of the Minutes:***

**MOTION by:** Mark Trowbridge, second by: Mindy Timm Motion was made to approve the minutes.

**Motion by:** Mark Trowbridge, seconded by Mindy Timm

**Motion passed**

***4-H Update-Kayla Mitchell:***

- ◆ There are 217 4-H volunteers registered for 2025
- ◆ There are 494 4-H club members who signed up for 2025
- ◆ There are 83 Cloverbuds signed up for 2025
- ◆ Just had a County wide club officer training
- ◆ Hunter Safety Course registration open
- ◆ Clover Bud Camp registration open
- ◆ Kayla has been going to different 4-H Club meetings. New members from unrepresented areas of the community
- ◆ Exploration Days sign up opens March 20<sup>th</sup>
- ◆ Revamped the fair book and a 4-Her designed the cover
- ◆ There is not anyone hired yet in the 4-H office but an offer has been extended to fill Charity Thompson's position.

***Zac Zuk:***

- ◆ Talked to us about Security at the fair in 2025. They have a SRT (Special Response Team) they specialize in event planning. They want to make sure the Sherriff's Posse will be more involved this year in the fair this year. He answered questions that the board had for him. He gave a quote for what he has came up with so far, with the understanding that this is a rough estimate as of right now, but doesn't see much difference coming on. He and the Undersheriff will also be there on, and off which is also included in the quote. Additionally, they will help with traffic control out on M86 as needed.
  
- ◆ **Motion by:** Kris Kirsch made a motion that we provide campsites for up to 7 campsites for our Posse
- ◆ **Motion by:** Kris Kirsch, Seconded by Debbie Davis
- ◆ **Motion passed**

***Recognition of Visitors:***

- ◆ Diane Zinsmaster, Chuck Zinsmaster, Kayla Mitchell, Nancy Mangus, John Mangus, Jim Susemihl

***Public Comment:***

- ◆ Diane Zinsmaster wanted to know why the people in the audience couldn't see the minutes that we have in front of us and are approving from the month before?

***Treasurer Report:***

- ◆ Kris Kirsch presented the Treasurers report. Kris Kirsch made a motion to place the Treasurers report on record.
- ◆ **Motion by:** Kris Kirsch, seconded by Mindy Timm
- ◆ **Motion passed**
- ◆ Kris Kirsch made a motion to place the January through December of 2024 Treasurers report on file.
- ◆ **Motion by:** Kris Kirsch, seconded by Mark Trowbridge
- ◆ **Motion passed**

*Correspondence:*

- ◆ No correspondence

*Director's Reports and Updates for the Committee's each Director heads-up:*

- ◆ *Bill Younts* – Nothing to report
- ◆ *Debbie Davis* – Nothing to report
- ◆ *Keith Bower* –
- ◆ **Entertainment Committee** – Anyone getting excavating bids needs to get them to Keith so we can vote on them in April.
- ◆ *Angie Mingus*-
- ◆ **Marketing Committee** – Chris Yunker, Lisa DeLeo, and Angie are going to put together a taco fundraising dinner July 18<sup>th</sup> from 4-7 pm in barn 49. They are still working on the details. It's the Friday of Covered Bridge Days. They will have the winner of the Gun Raffle at 6:30 that way they can finish up and go to the concert they usually have at 7 and not overshadow the festival. They will get with everyone else as things materialize.
- ◆ *Bill Lindsley* –
- ◆ Nothing to report
- ◆ *John Tate* –
- ◆ Nothing to report
- ◆ *Barb Weston* –
- ◆ **Personnel Committee** – Investigating how the new law for sick time affects us
- ◆ **Community Tent**- Working on getting together with the committee
- ◆ *Mindy Timm* –

- ◆ **Marketing Committee-** Mindy has been putting things out on Facebook about Hall of Fame, and things coming up. She is looking at doing IHeart radio ads this year with NTPA and separately. AS we finalize the logo, which should be done no later than April 1<sup>st</sup>, Mindy will start pushing things out about fair week.
  
- ◆ *Kristine Kirsch –*
- ◆ **First Aid Station-**
- ◆ **Finance and Budget** – Had a meeting Tuesday, will meet Tuesdays before the Board meeting.
- ◆ **Open Class Superintendent** –Grange Building Premium Book retyped. 4 different Youth age groups, and Homemaker of the Year.
- ◆ **Grants and Legacy Committee**-Sent out the \$100,000 Grant March 2<sup>nd</sup> and haven't heard anything back so she sent again on Tuesday
  
- ◆ *Ron Weston –*
- ◆ **Heritage Hall** – Nothing to report
  
- ◆ *Stacey Bower –*
- ◆ **Harness Racing –**
- ◆ **Courtesy Cart Committee-** Meeting possibly in April, does have some names for volunteers.
  
- ◆ *Mark Trowbridge -*
- ◆ **Technology Committee –**
  - ◆ Mark had some radios to demo for maintenance. He talked with us about what the radios were capable of doing compared to the ones we have been renting.
  - ◆ Someone took out a transformer on M86, when that happened it caused a power surge, and it took out the electric component in the electric gate. Yoder Fencing thinks it will be between \$1000-\$1500 to get it replaced.
  
- ◆ **Motion by:** Mark Trowbridge made a motion to purchase 40 radios up to \$4,500.
- ◆ **Motion by:** Mark Trowbridge, Seconded by Kris Kirsch
- ◆ **Motion passed**
  
- ◆ *Blake Groves –*
- ◆ **Fair Week Maintenance-**
  - ◆ Still getting quotes for Telehandler for fair week rental, has one quote.
  - ◆ Morris Excavating will have a quote turned in by April for Fair week excavating
- ◆ **Parking Lot and Camping Committee-**
  - ◆ They had a committee meeting, Angie, Keith, Chris, and Jeremy met. Still

getting quotes from vendors about planting trees in the parking lot. finalize quotes at April Meeting

- ◆ Chris is also going to have a meeting with the Camping Superintendent Mike Sherman to discuss the upcoming fair season.
- ◆ Looking at drone footage and maps to try to get a binder together for easy access on how to do all the mapping out. Is depending on all the fair board to help do this before fair.
- ◆ Next meeting is May 6<sup>th</sup> at 5 pm.

◆ *Steve Trattles* –

- ◆ **Ice-** Nothing to Report
- ◆ **Birthing Tent Committee-** Meeting planned for April 12<sup>th</sup> at 9am.

◆ *Tricia Ulsh* –

- ◆ **Policy and By-law Committee-** By-laws are still not back from the lawyer. We will be planning a meeting soon to discuss what we can do on policy if anything.

**Manager's Report:** See Attached

- ◆ **Motion by:** Stacey Bower to go with the quote from the Sheriff's Department.
- ◆ **Motion by:** Stacey Bower, Seconded by Tricia Ulsh
- ◆ **Abstained:** Debbie Davis
- ◆ **Motion passed**

- ◆ **Motion by:** Mark Trowbridge moved to approve the quote from SPS Cleaning
- ◆ **Motion by:** Mark Trowbridge, Seconded by Barb Weston
- ◆ **Motion passed**

- ◆ **Motion by:** Kris Kirsch made a motion to sell the items on the list at the Garage Sale in May.
- ◆ **Motion by:** Kris Kirsch, Seconded by Mindy Timm
- ◆ **Motion passed**

- ◆ **Motion by:** Steve Trattles have Chris get the license for the 50/50 Raffle for during the Garage Sale.
- ◆ **Motion by:** Steve Trattles, Seconded by Tricia Ulsh
- ◆ **Motion passed**
- ◆ **Motion by:** Motion made by Mindy Timm to reimburse Chris Yunker \$380.84 for her expenses of attending the Zone 3 meeting
- ◆ **Motion by:** Mindy Timm, Seconded by Kris Kirsch
- ◆ **Motion passed**

***Old Business:***

Buildings and Grounds recommendation for \$ amount of asset before it needs board approval

- ◆ **Motion by:** Mindy for policy to allow the Manager to sell, dispose of, or scrap items up to \$1,000 fair market value, maintenance and board members will need Manager's approval. Further, the Manager will report it to the board at the next board meeting. If there is an opportunity to report a planned clean up, or clean up beforehand, do so to allow transparency. No parting out items or units to get under \$1,000 fair market value. When scrapping out several items from a barn or fence line, get prior board approval.
  
- ◆ **Motion by:** Mindy Timm, Seconded by Kris Kirsch
- ◆ **Motion Failed**  
4 yes  
8 no's
  
- ◆ **Motion by:** Mindy Timm made a motion for policy for the Manager to get prior approval from the board to sell, dispose of, or scrap items over \$1,000 fair market value. Maintenance and board members will need to work with the manager to consider the fairs' needs before getting board approval.
  
- ◆ **Motion by:** Mindy Timm, Seconded by Kris Kirsch
- ◆ **Motion failed**  
3 yes  
9 no's

***New Business:***

- ◆ **Motion by:** Mindy Timm made a motion to go into Closed Session Meeting.
- ◆ **Motion by:** Mindy Timm, Seconded by: Steve Trattles
- ◆ **Motion passed**

Came Out of closed session

- ◆ **Motion by:** Kris Kirsch made a motion to adjourn the meeting.
- ◆ **Motion by:** Kris Kirsch, Seconded by: Steve Trattles
- ◆ **Motion passed**

Meeting adjourned at 8:18 pm

Meeting minutes respectively submitted by Tricia Ulsh, Fair Board Secretary



