

St. Joseph County Grange Fair
Board Meeting Minutes
February 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, Angie Mingus, Kristine Kirsch, Mindy Timm, Stacey Bower, Deborah Davis, Blake Groves, Bill Lindsley, Steve Trattles, Mark Trowbridge, Tricia Ulsh, Ron Weston, Bill Younts, and Fair Manager Christina Yunker.

Excuse any absent Directors: Angie Mingus made a motion to excuse John Tate and Barb Weston from the meeting. Mindy Timm Seconded the motion. Motion passed

Review and Approval of the Agenda:

- Motion to approve agenda with changes of moving Diane Zinsmaster to new business and going into closed session after. Motion 2nd by Kris Kirsch. Motion passed.

MOTION by: Angie Mingus, Second by: Kristine Kirsch
Motion was made to approve the agenda presented with adding the items above to New Business.

Motion passed

Adopting of the Minutes:

MOTION by: Mark Trowbridge, second by: Angie Mingus Motion was made to approve the minutes. Steve Trattles made an Amendment to the motion to include supporting Documents.

Amended Motion passed

Motion passed

4-H Update-Kayla Mitchell:

- ◆ There are 193 4-H volunteers registered for 2025
- ◆ There are 478 4-H club members who signed up for 2025
- ◆ There are 78 Cloverbuds signed up for 2025
- ◆ Still have 19 volunteers interested and need to be interviewed
- ◆ May 1st is the deadline for new member enrollment for the 2025 fair
- ◆ Keith Bower signed the contract with MSU tonight
- ◆ Just had a County wide club officer training
- ◆ The Youth Council just did a fund raiser at K-Wings. They made more on Chuck A Puck than they did last year.
- ◆ The Youth Council has another fundraiser coming up February 26th. If you eat at Texas Roadhouse in Portage between 3-10pm and tell them you are with St. Jose County 4-H they will donate 10%
- ◆ No date set yet for the Hunter Safety Course, but it will be free to our kids entered in the project.
- ◆ 4-H Camp Counselor applications are due tomorrow. They have been averaging about 50 kids participating in camp.

Recognition of Visitors:

- ◆ Diane Zinsmaster, Chuck Zinsmaster, Kayla Mitchell, Emily Redmond, Greg Redmond, Nancy Mangus, John Mangus, Marcus Finnerman

Public Comment:

- ◆ No Public Comment

Treasurer Report:

- ◆ Steve Trattles found some discrepancies on the revised treasures report that Kristine Kirsch presented to us. Motion to not place the 2024 Treasurers report on the record until it can be looked into.
- ◆ **Motion by:** Steve Trattles, seconded by Ron Weston
- ◆ **Motion passed**

- ◆ Angie Mingus made a motion to place the 2025 Treasurers report on the record.
- ◆ **Motion by:** Angie Mingus, seconded by Stacey Bower
- ◆ **Motion passed**

Correspondence:

- ◆ We received a thank you letter from Family Bound thanking us for the Fair tickets, so that foster families were able to come to the fair.

Directors 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** – Most of the contracts signed, just working on a few.
- ◆ *Angie Mingus-*
- ◆ **Marketing Committee** – The Sponsorship Committee had a meeting and came up with the ideas of a Draw Down and Silent Auction at the fair. This would be held at the Community Stage Tent from 4-7pm and have a local band to be determined starting at 7. Also to have a Gun Raffle at Covered Bridge Days hoping to sell 500 tickets for 3 guns.
- ◆ **Motion** by Angie Mingus to do a Draw Down Raffle, 50/50 Raffle, Silent Auction, and Raffle Boards with last chance drawing on September 20, 2025.
- ◆ **Motion by:** Angie Mingus, seconded by Kris Kirsch
- ◆ **Motion passed**
- ◆ **Motion** by Angie Mingus to do a Gun Raffle during Covered Bridge Days July 18th-20th, 2025.
- ◆ **Motion by:** Angie Minus, Seconded by Mindy Timm
- ◆ **Motion passed**
- ◆ **Motion** Angie Mingus to do a 50/50 Raffle on May 3,2025
- ◆ **Motion by** Angie Mingus, Second by Kris Kirsch.
- ◆ **Motion Passed**
- ◆ **Buildings and Grounds Committee-** See Attachment for Building and Grounds Committee Agenda.
- ◆ **Motion by:** Angie Mingus made a motion to install openers on barn 53 overhead doors for \$7070 from Sturgis OHD and \$5843.02 from Tech for electrical for the doors. The extra \$3913.02 will come from overages of equipment sold and under on what was purchased and \$1813.02 from maintenance general fund.
- ◆ **Motion by:** Angie Minus, Seconded by Stacey Bower
- ◆ **Motion passed**
- ◆ **Motion by:** Angie Mingus to approve the sale of the JD 997 lawnmower for \$3500. Seconded by Kris Kirsch
- ◆ **Motion by:** Angie Mingus, second Kris Kirsch.

Motion Passed

- ◆ **Motion by:** Angie Mingus to approve the sale of the JD 5320 w/541 for \$28,000.

- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ **Motion by:** Angie Mingus to purchase a JD 2930M Ztrak mower from Greenmark for \$12,800.
- ◆ **Motion by:** Angie Mingus, Second by Mindy Timm
- ◆ **Motion passed**
Angie Mingus abstained from the vote.

- ◆ **Motion by:** Angie Mingus to purchase a JD HPX615E XUV Gator from Greenmark for \$16,600.
- ◆ **Motion by:** Angie Mingus, Second by Mindy Timm
- ◆ **Motion passed**
Angie Mingus abstained from the vote.

- ◆ **Motion by:** Steve Trattles to make it a policy not to sell assets without board approval
- ◆ **Motion by:** Steve Trattles, Second by Ron Weston

- ◆ **Motion Amended by:** Mark Trowbridge to make a policy to not be able to get rid of an asset of \$1,000 or more without board approval.
- ◆ **Motion by:** Mark Trowbridge, Second by Angie Mingus
- ◆ **Motion failed**

- ◆ **Amended Motion by:** Steve Trattles to make a policy to not be able to get rid of an asset of \$250 or more without board approval.
- ◆ **Motion by:** Steve Trattles, Second by Kris Kirsch
- ◆ **Motion failed**

- ◆ **Amended Motion by:** Mark Trowbridge to send the original motion to the Buildings and Grounds Committee for discussion and then report back.

- ◆ **Motion by:** Mark Trowbridge, Second by Stacey Bower
- ◆ **Motion passed**

- ◆ **Motion by:** Angie Mingus to move rabbits into barn 29 from barn 35.
- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch

- ◆ **Motion passed**
- ◆ **Motion by:** Angie Mingus to move the Posse into barn 36 from barn 14.
- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ **Motion by:** Angie Mingus to move Draft Horses from barn 36 into barn 53 with the other Draft Horses.
- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ **Motion by:** Angie Mingus to move Birthing Tent to Barn 53 west end ¼ of the barn.
- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ **Motion by:** Angie Mingus to put baby animal barn in barn 53 west end ¼ of the barn.
- ◆ **Motion by:** Angie Minus, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ *Bill Lindsley* –
- ◆ Nothing to report

- ◆ *John Tate* –
- ◆ Absent

- ◆ *Barb Weston* –Absent
- ◆ Personnel Committee –

- ◆ *Mindy Timm* –
- ◆ **Marketing Committee-** Mindy informed us that at the MAFE Convention, we had submitted some things for the Communication Awards for our Division 2.
We won:
3rd Place -Harness Racing Program
3rd Place -Fair Brochure
1st Place -Specialty Category

The theme for this year's fair is "**Growing the Future Since 1851.**" Mindy showed us 2 different options of designs for our T-shirts and brochures. She talked to us about Fairs.com. It's a web-based company

that will handle online ticket sales, box office sales, and gate sales using credit cards. It will also do our website and advertise our upcoming events on our website.

- ◆ **Motion by:** Stacey Bower made a motion for option number 2.
- ◆ **Motion by:** Stacey Bower, Seconded by Mindy Timm
- ◆ **Motion passed**

- ◆ **Motion by:** Mark Trowbridge moved to approve Fairs.com 3-year contract.
- ◆ **Motion by:** Mark Trowbridge, Seconded by Kris Kirsch
- ◆ **Motion passed**

- ◆ *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. Four different Youth age groups in the still exhibit section. The Livestock area went to the respective Superintendents, and they gave her all their feedback, so she made all those corrections.
 - ◆ **Grants and Legacy Committee-**In the process of filling out MDARD Grant

- ◆ *Ron Weston –*
 - ◆ **Heritage Hall** – Working with Sherry Engle from Colon to get things around for Heritage Hall. He recently learned he will have the whole barn.

- ◆ *Stacey Bower –*
 - ◆ **Harness Racing** –Had Christina get quotes for lights for night races. 5 lights were roughly \$2,500.
 - ◆ Interested by local people about a pony race this summer, so there is a possibility of doing that.

- ◆ **Courtesy Cart Committee-** Meeting possibly in March.

- ◆ *Mark Trowbridge -*
 - ◆ **Technology Committee** –
 - ◆ Looking at radios to buy. Has a company that is sending us some to demo.
 - ◆ **Policy and By-law Committee-** Conflict of interest forms. You must make sure to put anything that is a conflict of interest on the form and if anything should arise during the year, you need to update it. This needs to

be done for board members and committee members.

- ◆ **Motion by:** Mark Trowbridge moved place the 2025 Conflict of Interest on file.
- ◆ **Motion by:** Mark Trowbridge, Seconded by Steve Trattles
- ◆ **Motion passed**
 - ◆ *Blake Groves* –
 - ◆ **Fair Week Maintenance-** Will get quotes for Telehandler for fair week, because Charlies is no longer available to use.
 - ◆ *Steve Trattles* –
 - ◆ **Ice-** Cooler went down at the end of last year, so it needs looked at.
 - ◆ **Birthing Tent Committee-** Off to a good start, as already discussed a lot happening with the Birthing Tent. Jenny Nofsinger is taking Charge and Tricia Ulsh, and I will be helping her out.
 - ◆ *Tricia Ulsh* –
 - ◆ Jim Susemihl wanted me to report that the St. Joe Valley Old Engine Association will be back at the fair again this year.

Manager's Report: Christina talked to us about the electrical projects we are working on. Some supplies we need are out 420 days and have to be paid upfront. Skerbeck is having a Special Needs Day. Barn spraying will be done with Synergize this year instead of bleach. She emailed the Michigan State Police on the FEMA Grant, and no one knows. She is told to reach out to the our Representative or Senator. Talked about getting with security from Zac Zuk from the Sherriff's Dept and Oz and Redbeard cleaning for cleaning. Fair Bucks for volunteer hours handed out as a voucher for doing work at the fair. Garage sales and Vintage Market is scheduled for May 3rd, 2025.

- ◆ **Motion by:** Angie Mingus made a motion to order the Panels that are 420 days out for \$97,702.10
- ◆ **Motion by:** Angie Mingus, Seconded by Mark Trowbridge
- ◆ **Motion passed**

Scheduled Work dates are as follows:

Saturday, April 26th from 8 am to Noon
Wednesday, May 21st from 5 pm to 7 pm
Saturday, June 14th from 8 am to Noon
Wednesday, August 20th from 6 pm to 8 pm
Saturday, September 6th from 8 am to Noon

Old Business:

Already talked about in earlier discussions

New Business:

Diane Zinsmaster- Talked to the board about an ORV ride and the cost of the insurance on the ORV's. She also talked about having a Fundraising Open Horse Show to do work on the show arena.

- ◆ **Motion by:** Mark Trowbridge made a motion to exempt off season motorized events the ATV/UTV Policy. This will be a Policy change.
- ◆ **Motion by:** Mark Trowbridge, Seconded by: Kris Kirsch
- ◆ **Motion passed: 12-0**

- ◆ **Motion by:** Steve Trattles made a motion to allow Diane Zinsmaster to have her ORV ride on the fair grounds for staging at 5% registration to the fair and all camping fees will go to the fair.
- ◆ **Motion by:** Steve Trattles, Seconded by: Debbie Davis
- ◆ **Motion passed**

- ◆ **Motion by:** Kris Kirsch made a motion to go into Closed Session Meeting.
- ◆ **Motion by:** Kris Kirsch, Seconded by: Stacey Bower
- ◆ **Motion passed**

Came Out of closed session

- ◆ **Motion by:** Debbie Davis made a motion to adjourn the meeting.
- ◆ **Motion by:** Debbie Davis, Seconded by: Mark Trowbridge
- ◆ **Motion passed**

Meeting adjourned at 10:13 pm

Meeting minutes respectively submitted by Tricia Ulsh, Fair Board Secretary.

