

## Calhoun County Agricultural & Industrial Society

Board Meeting April 21, 2021

Calhoun County Fair Sheep Barn 7 pm

**Called to Order:** President Jim Olds called the meeting to order at 7:01

**Roll Call:** Secretary Hope Horton called roll- Present; J Olds, D Wildt, S Benham, H Horton, L Sands, T Letts, H Dawson, T Miller, T Landis, C Newsome. Excused- M Burkwalt.

### Pledge

**Approval of the Agenda-** motion made by H Horton, supported by T Miller to accept the agenda as presented. All in favor, motion carried.

**Secretaries Report** – Secretary H Horton motioned to accept the minutes from February 17, 2021 as presented. The motion was supported by T Miller. Discussion, none. All in favor, motion carried.

- H Horton motioned that the 2019 Annual meeting election ballots be destroyed, supported by H Dawson. All in favor, motion carried.
- H Horton motioned that the 2020 Annual meeting ballots from December 2020 be destroyed, supported by T Miller. All in Favor

**Treasurer's Report-** C Newsome reported two grants in process MDARD, premium grant. Hiring a bookkeeper and a maintenance person were discussed, funding at this time is an issue.

C Newsome asked that a motion be made to accept the treasurers report. Motion made by L Sands, supported by H Dawson. All in favor, motion carried

**Manager's Report** – J Rice gave a report of events. Tenneco scheduled a workday for May 14, 2021. Fire Extinguishers were inspected, recommend 2 more per livestock barn, the annual expense for service would be \$256 per extinguisher. \$5,500 estimate given by Macks fire protection.

**Member Comment- Agenda items only:** none

### Action Items:

- a. **Bad debt**, C Newsome, Internal Audit report, an extension was filled by our CPA. QuickBooks had several issues, bank statements, not accurate with inputs, \$3,600 unaccounted for. Inconsistencies in reports, everyone using same log in, payroll/deposit errors, not an isolated event. Lack of accounting Oct 2019-Jan2021, need to create policies. Non profit need better control of money. J Olds explained a police report was filled with the City of Marshall on missing cash. The board was notified the end of February, voted to file police report. The office safe codes are not up to date, the office wasn't always secure. While we don't see any conclusion, we will prosecute. L Sands, stated we are making changes. J Olds, our board is working together. C Newsome asked that a motion be made to write off the bad debt, Motion made by H Dawson, supported by L Sands. Discussion, L Sands, need to write off so we can close our books, file taxes and apply for grants. All in favor, motion carried.
- b. **2021 Budget**, C Newsome, stated she has created separate accounts/classes in QuickBooks, will help with building rental, see usage. K Miller asked if we were doing that, C Newsome stated if

the board wants that, it can be separated. L Sands asked if pop up events are in the budget, C Newsome stated the finance committee said \$2,500 per event/\$10,000 per year. H Dawson, questioned buying LED lights to save money. C Newsome stated this budget is the best we have, it will need to be amended. Motion made by C Newsome, supported by H Dawson to approve as presented. All in favor, motion carried.

- c. **Dairy Starter Barn repair**, H Dawson, Cinder blocks have shifted, a quote for masonry work \$1,200 was received. C Thomas, may have someone that would do that. L Sands, would they consider a in-kind donation? Motion made by H Dawson to approve the work up to \$1,200 to repair the dairy starter barn, supported by L Sands. Motion carried.
- d. **Merchants Building**, H Dawson. The Merry Mile parade donation (\$8,200) \$15,000 grant has to be used on the Merchants barn. H Dawson motioned to create a special fund for the Merchant's building, funds to be used only for that building. Supported by L Sands. Discussion, L Sands, there are no rental buildings in Marshall. H Dawson, several local businesses are looking for rental buildings. J Olds questioned why it's going into just the fund. H Dawson, indicated it was designating to just the Merchant's building for grant opportunities. Vote, all in favor. Motion carried.
- e. **Floral Hall**, H Dawson motioned that Merry Mile have full access of Floral Hall Nov-Dec, supported by T Miller. Discussion, T Letts, just Floral Hall or all of the fairgrounds. H Dawson stated it was necessary for decorating to not have other events use it until it's ready. C Newsome stated, takes some of our liability off with people coming in. Vote, all in favor. Motion carried.
- f. **Employee Committee**, H Horton motioned to eliminate the employee committee and refer back to the executive committee. Supported by T Miller. Vote, all in favor. Motion carried.
- g. **Fair Food Event**, J Rice. The event was approved by the finance committee. Camping \$25 a night, 10% of sales from vendors (often give more). Will need volunteers to take donations.
- h. **Youth Enrollment**, H Horton motioned to extend the deadline for all Recognized Youth Clubs and youth exhibitors to enroll, until May 15, 2021, supported by L Sands. Vote, all in favor. Motion carried.
- i. **Code of Conduct** – H Horton motioned to table until next month, support D Wildt. Vote, all in favor, motion carried.
- j. **Fair Week Camping** - Dogs. H Dawson motioned to table until next month, support T Miller. Vote, all in favor, motion carried.

#### **Committee Reports:**

- a. **Operations Committee**, J Olds nothing new
- b. **Granary Project**, D Wildt, nothing new
- c. **Bylaws Committee**, C Thomas, discussion with committee
- d. **Volunteer Appreciation Committee**, K Miller, Celebration planned for Oct 2021
- e. **Livestock Committee** – J Darrow change in rules, turned in. Fair needs to be announced, what are we going to do, have fair book ready. Support a show, an auction.
- f. **Non livestock Committee** – TBD
- g. **Fair King & Queen**, T Letts, nothing
- h. **Sponsorship Committee**, T Letts, nothing
- i. **Grandstand Committee**, H Newcomb, handout with proposed changes for volunteer groups.

- j. **Membership Committee**, H Horton, a newsletter will be ready the first part of May.
- k. **Cruise at the Fountain Committee**, J Rice, asked the city to approve closing Michigan Ave for 20 minutes allowing the cars to parade through town, due to Covid restrictions and concerns for gathering.
- l. **Golf Outing Committee**, J Rice, will give a sepal at the United Way golf outing
- m. **Halloween Camping Committee**, J Rice, nothing new
- n. **Merry Mile Committee**, H Dawson very profitable year. \$101,623 gross. \$15,000 in grants, \$21,000 in sponsors. \$20,000 put into restricted funds for 2021

#### **Event & Community Reports**

- a. **4H Council** – nothing new
- b. **FFA**, Lora Finch Plant Sale May 14-15 at the fairgrounds
- c. **Floral Hall**, no report
- d. **Houston School**, no report
- e. **Old Maple Grove Church**, K Miller 10 wedding scheduled for 2021
- f. **Fair Museum**, JoAnne McKeever, no report

#### **Public Comment:**

Kathy Combes, we need to do better at sending thank you notes.

Traci Wilson, Horse judges, increase the judging fees. We are under what judges are asking. C Parker offered to get the board a spreadsheet breakdown per species, we need to get judges hired, our county is very competitive.

T Miller, feels dairy starters need to weigh in or the weights need to be adjusted for fair. K Murphy has offered to help and set up a weigh in with a re weigh date.

**Meeting Adjourned** by President Jim Olds at 9:32pm

Minutes taken by Secretary, H Horton

Board Approved May 19, 2021