

**Wayne County Fair Association, Inc.**  
**Board of Director's Meeting**  
**February 5, 2009**

President Frank Rochowiak called the February 5, 2009 meeting of the Wayne County Fair Association Board of Directors to order at 7:10 p.m. The Pledge of Allegiance was recited.

It was moved by Kim Salajan with support by Mary Zellner to accept the agenda.  
Motion carried.

**Roll Call - Directors Present:**

John Bizek, Tom Busenbark, Chris Foster, Lee Hiveley, Dave Kucharczyk, Sarah Kucharczyk, Paul Robakiewicz, Frank Rochowiak, George Salajan, Kim Salajan, Carole Vandawalker, Mary Zellner

**Directors Absent:**

Greg Barnett (notified), Melissa Barnett (absent), Paula Mullins (notified), Millie Pirlot (notified), Michelle Smith (notified), Cindy St. Pierre (absent), Elizabeth St. Pierre (absent), Steve St. Pierre (absent), Diana Tubbs (notified)

A quorum was present.

**Members and guests present by documentation:**

David Sauers, Holly Sauers, Edward Monette, Michele Monette, Roxanne Mayville, Tiffney Tripp, Laurie Rivetto, Kim Busenbark

**Secretary's Report:**

All board of directors received the January meeting minutes to review prior to the February meeting. It was moved by Tom Busenbark with support by George Salajan to dispense with the reading of the minutes. Motion carried. It was moved by Mary Zellner with support by Tom Busenbark to approve the January 2009 meeting minutes as corrected. Motion carried.

**CORRECTIONS:**

- TOM BUSENBARK SUPPORTED THE MOTION TO ADJOURN THE JANUARY 2009 WCFA MEETING

**Treasurers' Report:**

- The treasurers' report was distributed and reviewed. It was moved by Tom Busenbark with support by Sarah Kucharczyk to accept the treasurers' report. Motion carried.
- WCFA received a \$1,000 donation from Walmart.
- The Wild Game Dinner cleared a profit around \$2,600 despite the bad weather.
- Mary submitted a list of items that needed to be purchased. It was moved by Kim Salajan with support by John Bizek to purchase the following:
  - Printer cartridge
  - Printer paper
  - Printing of camping forms
  - Printing of camper passes
  - Development of a tri-fold brochure for WCFA

- Horvath & Horvath to complete year-end employment papers
- Establish a savings account for escrow purposes
- Pay \$12 to youth who did not receive the correct premium.

Motion carried.

- The 2009 Fiscal Year Budget was reviewed. It was moved by Kim Salajan with support by John Bizek to approve the budget.
- The 2008 fiscal year-end financial statement was reviewed. It was moved by George Salajan with support by Tom Busenbark to accept the 2008 Financial Statement. Motion carried.

### **Correspondence:**

- The Strawberry Fest would like us to run their Information Booth which would give us the opportunity to advertise for the Fair.

### **President's Report**

- Three furnaces have been installed in the patio area. Need to contact George Snider to have electricity hooked up.
- Will be contacting DTE to have an energy conservation analysis conducted for the fair grounds.
- Need to investigate getting cheaper propane for the office and the possibility of being able to fill small propane tanks for campers.
- Farm Bureau will be sponsoring a tractor safety program in February and March. The classes will be held at Garden Fantasy. Let Frank know if you would like to attend.
- Farm Bureau will have their annual membership drive dinner on February 10 at 6:00 p.m.

### **4H Report:**

- Lori had information on:
  - Detroit Kennel Club Dog Show
  - 4H Arts & Literature Day
  - 4H Newsletter
  - Financial Workshop on March 7
- Volunteer application interviews will be held on February 16 and 24.

### **Manager's Report:**

- A list of upcoming events was reviewed.

### **Old Business:**

- No update on the two cases that have been filed in small claims court.
- Fair entry computer has still not been returned. It was moved by Dave Kucharczyk with support by George Salajan to send a registered letter stating the computer must be returned by Friday, February 13. Motion carried.
- A Board of Director has been refusing to turn in their Dining Hall key. It was moved by Tom Busenbark with support by George Salajan to send a registered letter requesting the key and informing them if it is not turned in then the lock will be changed at their expense. Motion carried.

**Standing Committees:** *Standing Committees with reports are listed below.*

**Entertainment Committee:**

- The Entertainment Committee presented a proposal for three nights of entertainment during the week of fair which consisted of:
  - Thursday, August 6 - Night of Destruction
  - Friday, August 7 - Sonny Hall
  - Saturday, August 8 - Supercross

It was moved by Mary Zellner with support by Sarah Kucharczyk to approve the above mentioned proposal. Motion carried. It is noted that John Bizek voted no.

**Advertising and Public Relations Committee:**

- Next meeting February 17.

**Budget and Finance Committee:**

- The Budget & Finance Committee presented the following proposal:
  - Directors are entitled to the following:
    - 40% cost for renting buildings and/or grounds
    - Free camping week of fair (1 campsite only)
    - Free camping at WCFA events if they are working (Executive Board approval required)
    - Free use of tables and chairs for events
  - Directors must:
    - Complete contracts for their events and follow the contract
    - Pay full prices for all food and drink at WCFA events and/or concession stand unless otherwise voted and approved by the Board of Directors
  - Consequences:
    - A bill will be sent to the Director for the full amount (rather than reduced rate)
    - If not paid – Board of Directors notified at the first meeting after the bill has been sent for consideration of action
    - If still not paid a claim will be filed in small claims court and loss of Director position.
  - Superintendent/Co-Superintendent:
    - Free camping week of fair (1 campsite only)
    - Campsite must be registered in your name
    - You must be present for the event

It was moved by Kim Salajan with support by Chris Foster to approve the above mentioned proposal. Motion carried.

- The proposal for Handling of WCFA Money was reviewed which stated:
  - All money (including donations) must be turned in to the fair office and a receipt written.
  - All monies collected must be turned in each day (double counted/signed) to the fair office and a receipt written.
  - Fair camping forms must be postmarked by July 11<sup>th</sup> or dropped off at the Fair office. Any late camping forms must go through the fair office and will be considered on a first time first serve basis as space is available.

It was moved by Kim Salajan with support by John Bizek to approve the proposal for the handling of WCFA money. Motion carried.

**Grounds and Improvements Committee:**

- Next meeting will be held on March 5 at 5:30 p.m.

**Health, Safety, and Security Committee:**

- Ed Monette will be the new chairperson for the Health, Safety, and Security Committee.

**Livestock Committee Meeting**

- Upcoming dates include:
  - March 1 – Steer tagging
  - May 2 – Goat, sheep, and pig tagging
  - May 5 – Protégé signup

**Organization and Membership Committee:**

- A meeting will be held on March 3 at 6:00 p.m. to discuss Board of Directors that are not meeting the “active” status according to the By-Laws.

**Other Committees:**

**Carnival Contract Committee:**

- Carnival contract has been signed and will run Wednesday – Saturday the week of Fair.

**Equipment**

- The new refrigerator quit working. There was a lot of food that was lost but the insurance deductible is \$1,000 so we are not able to recover any money from the loss.
- Tractor was sent out to get the hydraulics fixed but it still isn't working correctly.

**Fair Book:**

- Draft copies of the Fair Book will be sent out for review and approval.
- Fair Book ads must be submitted by March 15
- Target date for getting the Fair Book printed is April 1

**Strategic Planning:**

- Meeting is scheduled for Monday, March 9 at 6:00 p.m. conditional upon Mike Score's availability

**Fundraising:**

- Roast Beef dinner will be held on February 14. Price is \$10 for adult. Flyers and tickets are available. WCFA members are asked to donate pies for the raffle and items for the Chinese auction. Also each member is asked to bring a dessert.

**Volunteer Recognition:**

- Dave Varga for volunteering his time and working on the fair grounds.

**Adjournment:**

It was moved by Kim Salajan with support by Mary Zellner to adjourn the meeting at 10:00 p.m. Motion carried.

Accepted: \_\_\_\_\_

President: \_\_\_\_\_

Secretary: \_\_\_\_\_