

Wayne County Fair Association, Inc.
Board of Director's Meeting
May 7, 2009

President Frank Rochowiak called the May 7, 2009 meeting of the Wayne County Fair Association Board of Directors to order at 7:02 p.m. The Pledge of Allegiance was recited.

It was moved by Mary Zellner with support by Tom Busenbark to accept the agenda with the addition of the Fair Committee. Motion carried.

Roll Call - Directors Present:

Greg Barnett, Melissa Barnett, John Bizek, Tom Busenbark, Lee Hiveley, Dave Kucharczyk, Sarah Kucharczyk, Paula Mullins, Frank Rochowiak, George Salajan, Kim Salajan, Cindy St. Pierre, Elizabeth St. Pierre, Carole Vandawalker, Mary Zellner

Directors Absent:

Chris Foster (notified), Millie Pirlot (absent), Paul Robakiewicz (notified), Michelle Smith (absent), Steve St. Pierre (notified), Diana Tubbs (notified)

A quorum was present.

Members and guests present by documentation:

Linda Willman, Dave Sauers, Kim Busenbark, Chelsea Keller

Secretary's Report:

All board of directors received the April meeting minutes to review prior to the May meeting. It was moved by Mary Zellner with support by Tom Busenbark to dispense with the reading of the minutes. Motion carried. It was moved by Mary Zellner with support by Tom Busenbark to approve the April 2009 meeting minutes. Motion carried.

Treasurers' Report:

The treasurers' report was distributed and reviewed. It was moved by Tom Busenbark with support by Melissa Barnett to accept the treasurers' report. Motion carried.

Correspondence:

John Bizek, WCFA Director, submitted his letter of resignation. It was moved by Mary Zellner with support by George Salajan to accept John Bizek's letter of resignation. Motion carried.

President's Report

- Kelly from Farm Bureau gave a presentation on Effective Board Meetings.
- The Business Plan meeting with Mike Score is scheduled for Monday, May 18 at 6:00 p.m.
- The necessary permits have been pulled for the fence around the grandstands
- There is a list of big jobs that need to be done that is being given to Judge Oakley to try and identify skilled trades that can help out.
- The work on the gazebo in memory of Trish has been started.
- A Fair Committee meeting will be held on May 19 at 5:00 p.m. and much help is needed.

4H Report:

Chelsea Keller introduced herself to the Board. Chelsea will be working with Lori Rivetto on promoting different events at the Fair and distributed a draft copy of a flyer for Fair events.

People to be Heard:

- A request was made to add a traveling trophy to the Equine awards in memory of Irene Edwards. It was moved by Kim Salajan with support by Sara Kucharczyk to add the traveling trophy in memory of Irene Edwards to the Fair Book for Equine. Motion carried. All information regarding the trophy must be submitted to Mary Zellner as soon as possible so it can be included in the Fair Book.

Manager's Report:

- A list of upcoming events was reviewed.

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

Fair Committee:

- The Vendor Contract was reviewed. Recommended changes include charging non-food vendors \$5 per day for electricity and food vendors \$15 per day; require non-food vendors to have \$500,000 liability insurance and food vendors \$1,000,000; add specific dates to the contract as opposed to "one year". It was moved by Mary Zellner with support by Tom Busenbark to approve the Vendor Contract with the recommended changes. Motion carried.
- The next Fair Committee meeting will be held on May 19 at 5:00 p.m.

Spooktacular Committee:

- The next Spooktacular Committee meeting will be held May 19 at 6:00 p.m.

Fundraising:

- It was moved by Kim Salajan with support by Cindy St. Pierre to allow Sara Kucharczyk to set up a fundraising dinner at Applebees with proceeds going towards the showmanship belt buckles. Motion carried.

Budget and Finance Committee:

- There has been several problems with recent rentals of the Dining Hall. Recommended changes to the rental rates were presented. It was moved by Cindy St. Pierre with support by Tom Busenbark to accept the recommended changes to the Dining Hall rental rates. Motion carried.
- It was moved by Carole Vandewalker with support by Paula Mullins to hire an additional office person at \$9.00/hr for approximately 30 – 40 hours per week and a grounds person at \$7.50/hr on an "as needed" basis. Motion carried.

Equine Committee:

- Stall, premium, and camping forms are available. Class forms will be available soon.

Grounds and Improvements Committee:

- The fence for the Grand Stands has been delivered and paid for.

- It was moved by Mary Zellner with support by Carole Vandawalker to purchase an additional 12 fence panels to redo the area around the dumpster and the wood area. Motion carried.
- It was moved by Mary Zellner with support by Carole Vandawalker to have the top of the bar in the Dining Hall reupholstered for \$195. Motion carried.
- Frank Rochowiak has generously offered to loan the WCFA money to install a 2-rail vinyl fence along the entrance to the Fairgrounds. It was moved by Mary Zellner with support from Paula Mullins to borrow \$3,000 from Frank Rochowiak to use for the purchase of vinyl fencing with the money to be repaid to Frank or his estate, interest free. Motion carried.

Livestock Committee Meeting

- Market animals have been tagged with a total of 26 pigs, 21 sheep, 11 goats, and 8 steers being tagged.
- Protégé sign-up was Tuesday but sign-up will remain open in hopes of getting more participation. Please see Sue Robakawicz if you know of any youth who are interested in participating in the Livestock Protégé program.
- A Goat Workshop will be held at Paula Mullins' house on Saturday, May 9 at 11:30 a.m.

Organization and Membership Committee:

- The Organization and Membership Committee will meet on May 18 at 5:30 p.m. to discuss Board of Directors that are not meeting the "active" status according to the By-Laws.

Other Committees:

Youth Building:

- Need to determine where the youth exhibits will be set up during Fair.
- Laurie Rivetto is working on recruiting volunteers to help in the building.

Carnival Contract Committee:

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

Equipment

- Mary brought in some donated tools.
- Need new bolts and an oil and air filter for the lawnmower.
- Horse arena drag needs a new shaft and bearings.
- Scraper blade had been repaired.
- A weed trimmer is missing. If anyone has seen it please let Frank know.
- We need to establish a process for checking out equipment

Fair Book:

- Fair Book is available online, just waiting for updated information from the State Fair
- Fair Book is scheduled to go to the printer on Monday and should be available a few days after that.

Fair Entry:

- Entries are starting to come in. Linda Willman have volunteered to help train volunteers to use the Fair Entry computer program.

Community Arts:

- The ceiling in the Community Arts building needs to be repaired.

Strategic Planning:

- Meeting minutes from the previous meeting was reviewed.
- The next meeting is scheduled for Monday, March 18 at 6:00 p.m.

Volunteer Recognition:

- Special thanks to Lee, Dan, George, Dave, and Sara.

Adjournment:

It was moved by George Salajan with support by Mary Zellner to adjourn the meeting at 9:00 p.m. Motion carried.

Accepted: _____

President: _____

Secretary: _____