

# **MENOMINEE COUNTY FAIR 2014**

S 904 U.S. Highway 41, Stephenson, MI 49887 ~ (906) 753-2209 Fax: 906-753-2200

## **AGENDA**

Wednesday ~ January 21, 2015

Menominee County Stephenson Annex

6:30 P.M.

- A. Call Meeting to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Previous Meeting Minutes
- E. Business
  - 1. Reorganizational Elections
    - a. Election of President
    - b. Election of Vice President
    - c. Election of Treasurer
  - 2. Approving 2015 Meeting Schedule
  - 3. Bylaws adoption
  - 4. 2015 County Fair
    - a. Dates
    - b. Venders
    - c. Events

- d. Sponsor letters
- e. Superintendents
- f. Advertisements/Advertising
- g. Fair Book

5. Secretary Report

6. Treasurer Report

F. New Business

1. Any Other Items Members Wish to Present

G. Next Meeting Date

H. Public Comment

I. Adjournment

## MENOMINEE COUNTY FAIR BOARD MEETING

DECEMBER 17, 2014

The meeting was called to order by Larry Roetzer at 6:30 on Wednesday December 17, 2014.

Roll Call Taken: Larry Roetzer, Larry Schei, Glenn Hanson, Phyllis Kaczmarczyk, Bill Hafeman, Brian Bousley and Sandy Paschke were present. Absent: Carol Quist.

A motion to approve the agenda was made by Bill Hafeman seconded by Larry Schei and passed.

Larry asked the board members if they would approve have the mileage paid at 25 cents per mile.

A discussion was held regarding the official hiring of Sandra Paschke as the Fair Manager. Phyllis made a motion to hire Sandra as the Fair Manager and pay her the \$3,500.00 that the county apportioned to that job. The money to be paid yearly as the board members are paid on an annual basis. Motion seconded by Bill Hafeman and passed.

A discussion was held as to the date of the 2015 fair. Larry is getting the final details worked out for the truck pull and believes that it will be the 4<sup>th</sup> weekend in July. He will let Brian know as soon as he has the final details worked out and Brian will do a press release so that the word gets out to all concerned. The dates then will be the 17, 18 and 19<sup>th</sup> of July 2015.

Minutes of the November meeting were approved.

Brian handed out the Treasurer's report.

Brian handed out a copy of Bylaws for the Fair Board. There were a few changes discussed to the prepared copy. It was agreed that the board members would review the Bylaws and they will be on the agenda for the next meeting.

The next meeting will be on January 21, 2015 at 6:30.

Discussion was held in planning for the 2015 fair.

Glen Hansen will ask Miklia Marks if she will manage the Fair Queen program again this year. He will contact the Buries and see if they will perform at our 2015 fair.

Phyllis will check on getting the donuts for Ladies day/and or the Church program for Sunday morning.

A motion to adjourn was made by Bill Hafeman, seconded by Glen Hanson. Meeting was adjourned at 7:45.

Meeting adjourned

Respectfully submitted

Sandra Paschke, Fair Manager

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## 2015 Meeting Schedule

<b>Date</b>	<b>Time</b>	<b>Place</b>
January 21st	6:30pm	Annex
February 18th	6:30pm	Annex
March 18th	6:30pm	Annex
April 15th	6:30pm	Annex
May 20th	6:30pm	Annex
June 17th	6:30pm	Annex
July 15th	6:30pm	Annex
August 19th	6:30pm	Annex
September 16th	6:30pm	Annex
October 21st	6:30pm	Annex
November 18th	6:30pm	Annex
December 16th	6:30pm	Annex

## Bylaws of the Menominee County Fair Board

**Article I. Name: Menominee County Fair Board**

**Article II. Purpose: To plan, prepare and operate the Menominee County Fair.**

### **Article III. Board Membership**

The members of The Fair Board are those persons who have been appointed by the Menominee County Board of commissioners from the recommendations of the Menominee County Fair Board. The Board shall consist of seven (7) members, six (6) at large members and one Menominee County Board Commissioner.

The County Board Commissioner shall serve a one year term, while all other members shall serve three year staggered terms.

**Section 1.** Voting. All members who are present shall vote whenever the question is put by the Chair. The Secretary or designee shall be the recorder.

**Sub Section 1.** Abstention. No member may abstain from voting "yes or no" unless excused by a majority of those present.

### **Article IV. Officers**

**Section 1.** The officers of the board shall be a President, Vice President, Secretary and Treasurer.

**Section 2.** The term of office shall be for one year. The individual may succeed her/himself.

**Section 3.** These officers shall be elected at its first meeting of the year.

**Section 4.** Candidates for these offices shall be nominated from the floor. It shall take a simple majority vote of the Board to elect. The vote will be taken by a randomly selected call of the roll.

### **Article V. Duties of Officers**

**Section 1.** The President shall preside at all meetings and perform a variety of duties as necessary for the perpetuation of the Menominee County Fair Board provided by the authority of the entire board.

**Section 2.** The Vice President shall serve in the absence of the President.

**Section 3.** The Secretary /Fair Manager will be in the employ of the Menominee County Fair Board and be responsible for the preparation, operation and management of the fair as well as recording the minutes of the Menominee County Fair Board Meetings. The Secretary/Fair Manager will prepare and provide and prepare the meeting agendas, minutes and reports.

**Section 4.** The Treasurer shall be responsible the receiving, receipting and depositing of the board funds as well as preparing any invoices for payments. The Treasurer shall provide a monthly report to the full board.

## **Article VI. Meeting**

**Section 1.** A schedule containing the date, time and place of regular meetings of the Board shall be established at the first meeting of the year. The Board shall meet a minimum of six (6) times per year.

**Section 2.** Special meeting notice of the Board shall be held only when requested by at least two (2) members and posted more than eighteen (18) hours prior to the meeting time. The notice of the special meeting shall be sent to the County Administrator for posting.

**Section 3.** A majority of the members of the Board shall constitute a quorum for the transaction of the ordinary business of the Board, and questions which arise at its meeting shall be determined by the votes of a majority of the members present.

**Section 4.** Minutes shall be maintained by the Secretary/Fair Manager. The names and votes of the members shall be recorded on any action which is taken by the Menominee County Fair Board.

**Section 5.** Any At-Large Member having three (3) consecutive unexcused absences from regularly scheduled meetings will forfeit their membership.

## **Article VII. Member Compensation**

Menominee County Fair Board At-Large Members may receive a meeting fee of twenty-five (\$25) dollars per meeting and mileage to and from the meeting at \$.25 per mile.

## **Article VIII. Parliamentary Authority**

The current edition of "Robert's Rules of Order" shall be the parliamentary authority. The rules, with special attention to small committees, contained in the above mentioned reference shall govern the Board in all cases to which they are applicable.

## **Article IX. Amendment of Bylaws**

**Section 1.** These Bylaws may not be suspended

**Section 2.** These Bylaws may be amended at any regular meeting of the Menominee County Fair Board by a 2/3 majority of the full Menominee County Fair Board.

**Section 3.** These Bylaws shall remain in effect until properly amended.

# MENOMINEE COUNTY FAIR 2014

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Service Agreement  
between  
The Menominee County Fair Board  
and  
Menominee County

Effective October 1, 2014, the Menominee County Fair Board agrees to facilitate the Menominee County Fair. The Fair Board agrees to provide the necessary preparations, operations and personal to facilitate the Menominee County Fair at Shakey Lakes.

The Menominee County Fair Board is responsible for maintaining it's own liability insurance, member trainings, license status and the expenses required for the operation of the County Fair.

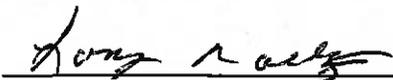
Menominee County Board of Commissioners will allot a sum of \$5,000 to the Menominee County Fair Board for general operations, from the Menominee County General Funds.

Menominee County Board of Commissioners will also allot an additional sum of \$3,500 for the hiring of a Fair Manager.

Menominee County is not responsible for the operation or liabilities of the Menominee County Fair Board.

The terms of this agreement will remain in effect until September 30, 2015.

Signed by:



Larry Roetzer, President  
Menominee County Fair Board



Charlie Meintz, Board Chair  
Menominee County

12-17-14  
Date

12-23-14  
Date