

U.P. State Fair Authority Board Meeting

Minutes

October 23, 2009
1:00 p.m. EDT

UPCAP Conference Room
Escanaba, MI

Members Present:

Edward Lindstrom, Alger County
Daune Smith, Baraga County
David Rivard, Delta County
John Degenauer, Jr., Dickinson County
James Gale, Houghton County
George Brunswick, Iron County
Joe Langdon, Keweenaw County
Phyllis French, Luce County
Calvin McPhee, Mackinac County
Chuck Bergdahl, Marquette County
Janice Linderoth, Menominee County
Hubert Lukkari, Ontonagon County
Ann Harrington, Schoolcraft County
Dave Anthony, Hannahville Tribe

Members Excused:

Jerald Campbell, Chippewa County
Dan Siirila, Gogebic County

Agent Staff & Guests:

Jonathan Mead, UPCAP Executive Director
Vickie Micheau, Delta County Chamber of Commerce Executive Director
Tracy Lektzian, UPCAP
Steve Masters, Bays De Noc Convention & Visitors Bureau
Sheila Hughes, Delta County Chamber of Commerce
Joe Skerbeck
Debbie Skerbeck
Chris Champagne, Pepsi
Gene Adcock, Norway Springs

1. Call to Order

Chairman Gale called the meeting to order at 1:01 p.m. Roll call is recorded above.

2. Public Comment

There was no public comment.

3. Adoption of Agenda

MOTION BY DEGENAER, SUPPORTED BY BRUNSWICK, TO APPROVE THE AGENDA. MOTION CARRIED.

4. Approval of Minutes

MOTION BY SMITH, SUPPORTED BY LINDSTROM, TO APPROVE THE MINUTES OF THE AUGUST 21, 2009 MEETING. MOTION CARRIED.

5. Management Agent Report

Ms. Vickie Micheau reviewed the Management Report with the Board.

Ms. Micheau discussed the status of the premium book which holds the rules and regulations for exhibitors at the fair. She stated that the Management Agent needs to receive information from each department by October 31st. The premium book will be sent out the first of February.

Ms. Micheau indicated that there would be a financial charge of 8.63% or approximately \$100 a month to finance payments of the monthly premium through the insurance company, Hass & Wilkerson. Mr. Mead will check with the UPCAP Board to see if they would loan the Authority funds at a lower rate.

Ms. Micheau stated that she has had numerous contacts regarding racing at the fairgrounds. This is a priority at this time and the Management Agent is looking at all options.

Mr. Dave Anthony stated that racing is controversial and perhaps we should get an outside source involved like The Job Force Board.

Ms. Micheau distributed to the board a Departures Report which is a list of rental activities scheduled for the revenue period October 23 – December 31, 2009. The projected revenue from rentals is \$3,050.

MOTION BY DEGENAER, SUPPORTED BY ANTHONY, TO ACCEPT THE MANAGEMENT AGENT REPORT. MOTION CARRIED.

6. Other Business

SORVA: Ms. Micheau passed out a memorandum from the Sportsmen's Off Road Vehicle Association (SORVA). The Management Agent is moving forward with discussions with SORVA. Action on a contract with SORVA will be on the agenda for the next Executive Committee Meeting.

SKERBECK BROTHERS CONTRACT: The Board discussed the proposed carnival contract received from Skerbeck. The Board indicated that they would like a copy of Skerbeck's insurance coverage. Mr. Steve Masters indicated that Skerbeck Brothers should carry insurance in an amount determined by Haas Wilkerson, the insurance provider for the Fair. It was noted that there are a few changes that need to be made in the *proposed* contract prior to its execution:

- Presence of a Termination clause
- Date of the contract and Name of Authority needs to be changed
- Add a renegotiation clause for Skerbeck's if costs rise significantly from one year to the next
- List Authority as additional insured with coverage in an amount to be determined by Haas Wilkerson, the Fair Insurance Agent

MOTION BY DEGENAER, SUPPORTED BY RIVARD, TO GIVE THE AUTHORITY PERMISSION TO ENTER INTO A CONTRACT WITH SKERBECK BROTHERS WITH ABOVE NOTED CHANGES. MOTION CARRIED.

Vendor Exclusive Rights to Fair: Ms. Micheau will prepare an RFP and selection criteria for vendors who bid for exclusive rights for activities and services at the Fair. This will be presented to the board at the next meeting.

7. Board Member Comments

Mr. Bergdahl noted that the UP State Fair Sign still has the Michigan Department of Agriculture on it.

Mr. Smith would like to see the tour of the Fairgrounds postponed to a date with better weather.

Mr. Bergdahl noted the upcoming Michigan Association of Fairs & Exhibitions 125th Convention. Mr. Brunswick provided a handout with information on the Convention.

Mr. Anthony noted that the Fairgrounds would be an excellent venue for state training programs.

8. Public Comment

Mr. Chris Champagne, Pepsi, presented a proposal for exclusive rights at the U.P. State Fair to the Board. No action was taken at this time.

9. Next Meeting

The next meeting will be on Friday, January 22nd, 2010 @ 1:30 p.m. EST – UPCAP Office in Escanaba.

10. Adjournment

MOTION BY SMITH, SUPPORTED BY MCPHEE, TO ADJOURN THE MEETING. MOTION CARRIED. The time was 2:30 p.m. EST.

Jonathan Mead, Secretary
U.P. State Fair Authority

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