

Council Board Meeting
Minutes - Draft
Tuesday, May 22, 2025
6:30pm – Rolling Meadows Farms

1. Welcome

- Meeting called to order at 6:35 PM.
- **Board Members Present:** Keri Bancroft, Shayna Conger, Faith Grose, Katrina Grose, and Nicki Brown.
- **Specie Chairs Present:** Lynn Henning, Haven Bouwens, Amanda Wilkins, Robin Gildner, Kathy Easter, Renee Hobbins, Beth Stephens, Gretchen Savage, Gwyn Carter.
- **Teen Representatives Present:** Holly Heuser, Ashley Folkersma, and Colin Heuser.
- **MSU Extension Staff Present:** Sarah Bye, Ali Ballard, Danny Schaub, and Kristy Oosterhouse.

2. Approval of the Agenda

- Nicki Brown would like Photos and Committee Updates added under number 8 to the agenda.

3. Minutes from 04/22/25

- Amanda Wilkins - her comment about MAFE is missing from the minutes.
 - Do board officers get 100% or 50% reimbursement for MAFE?
 - Where in the policy does it say Executive Officers get 100%?
 - Keri Bancroft summarized her findings and asked if we could move forward with a policy defining what is covered.

4. Approval of the Minutes

- Motion for the minutes to be approved with the statement added above.
 - Motion by: Clayton Porter
 - Seconded by: Colin Heuser

5. Communication from Fair Board, LC Members, MSU Staff or Public

- Carolyn Woodhams son passed away.
 - Friday evening is the viewing; Saturday is the funeral.
 - Meal train sign up available, Keri will be taking food this Sunday if you would like to send anything to have it here by this Sunday.
- Sarah Bye from MSU Extension explained the contract issues that were conclusive with the use of the NWMI Fairgrounds and where we currently are in negotiations.
 - Some questions were asked by Frank Guerin (4-H Liaison) and Sarah Bye sent them back to MSU legal to answer the clarifying questions.
 - Kristy will be off through Wednesday (5/28) and Sarah off starting Tuesday (5/27) for three weeks.
 - Jennifer Burkey is also cc'd on the emails
 - MSU Extension is confident we are close to an agreement.
 - Kristy Oosterhouse - remember MSU writes contracts with Fairs all over Michigan.
 - Keri Bancroft had a meeting with Frank, an option is to have the superintendent hold a clinic, but we help with the clinic.
- It was suggested that MSU should discuss the contract issues with the membership.
- In years past, MSU had evaluated the contract and told the Executive Board that the President and Treasurer can sign the contract if it was only the dates that changed.
 - Kristy Oosterhouse - with the MSU staffing changes and policies with MSU legal, it was requested through this process that Kristy meet with the Executive Board and go over policies to try and avoid this in the future.
 - Lynn Henning - MSU should communicate all this with the membership better.
 - Kristy Oosterhouse - It would be best for MSU to send out the communication to everyone once we have an answer about the contract. If we come to an agreement, MSU will try and make a 3-year agreement.
 - Clayton Porter - There will be a Fair, correct?
 - Kristy- Yes.
 - It was asked by multiple attendees at the meeting for MSU to say that to the membership
 - Kristy- yes, the difference in the contract issue and fair is we (4-H) are invited guests during Fair week and so we are not being asked to rent the grounds.
 - Nicki Brown asked the clarifying question of why then we have been told since the beginning of this negotiation, that the FAIR was up for discussion and the liability was in question?
 - Sarah Bye explained at the beginning of the negotiation; Fair was in question.
 - Kristy Oosterhouse confirmed that during Fair Week, we are guests of the fair and we do not need a contract to be on the grounds.
 - Nicki Brown asked if Keri Bancroft had the same understanding from the beginning that Fair was not in question, and Keri stated no.
 - Questions were asked, if anything 4-H still covers the kids under their liability?
 - Kristy Oosterhouse, yes MSU still covers the 4-H youth at the fair.

- In summary, if anyone is asked what is going on with the contract? As of right now we don't have an answer and give them Kristy Oosterhouses' contact information if they have further questions.
- Kristy Oosterhouse- we hope to have an answer by the membership meeting on June 2nd, MSU can try to walk the membership through the issue we are navigating.
- Haven Bouwen asked to have a sheet put together for the board volunteers with the policies MSU has that we need to be following and aware of.
 - Kristy- yes, we will work on more education.
- Kathy Easter asked why can't we as Specie Chairs sign (contracts)?
 - Kristy Oosterhouse - MSU has restrictions on what they can sign/ agree to per their funding they take in, also some of it is from a protection standpoint. Sometimes contracts come back fast, sometimes they take time.
- Kristy Oosterhouse- one big contract "don't" is, we can't add 4-H'ers onto an insurance policy, but we can provide a copy of our insurance. The Fair agreement does not affect MSU coverage for families and/or the volunteers such as board members, specie chairs, etc.
- Ali Ballard's communication from Benzie County is that the Manistee's County Fair is opening their education clinics to families at the Northwestern Michigan Fair (it's not a 4-H event, it's open to 4-H). Chris Sutton and Lance at the Family Farm and Home in Kalkaska and Manistee would like to provide free food for the animals for the two families that recently lost a parent.
 - Ali Ballard's Aunt is opening her farm to host education clinics.
- Question asked, what is the coverage for hosting a clinic at your home or other location?
- Kristy Oosterhouse - you would be covered because it would be the same as if you were having a 4-H meeting.
- Reminder education credits are still a requirement.

6. Work Bees

- Where do we stand with Work Bees?
 - Keri and Nicki had a meeting with Frank from the Fairboard and he was ok with not having the Work Bees for the 2025 season.
 - Any Work Bee's done thus far for the 2025 year, would be transferred and could count on 2026 credit.
- Someone asked about the July Work Bee and how would the work for setting up for the Fair get done?
 - If the contract issue is resolved, we could have that count for 2026 Work Bee credit
- Motion for 2025 Work Bee credits to go to 2026 Work Bee credits.
 - Motion was amended by Clayton Porter and Kathy Easter

- Motion now is 2025 Work Bee credits to transfer to 2026 Work Bee credits.
 - Motion by Clayton Porter
 - Seconded by: Kathy Easter
 - Motion carries.
- Danny Schaub had an additional resource where clinics could be held, the Miles Kimberly Park in Leelanau County is willing to work with us.

7. Financial Report

- Katrina Grose - With contract issues and meetings with Fair board the collection letters have not sent out yet.
 - Kristy Oosterhouse mentioned that if anyone had any other clinic dates set after the contract agreement, the contract and the new dates will have to be resent to MSU and it could take some time to go through, so if anyone has dates get those to Kristy ASAP and maybe it could be added on this contract that is being discussed.

a. Expenditures

- Packets and postcards for auction haven't been sent out either in case there was a change to the contract. We will move forward by sending those out since the fair has been cleared.

b. Education Budget

- We were approved by the membership to add \$3,500 to the education fund in the budget.
 - We have heard we have about 3-4 applicants that might turn in an education reimbursement. We can assess and go back to the membership if needed.
 - MAFE has been covered 100% for the Executive Board to attend in years past. ● Going back to three past Livestock Council Presidents they confirmed it's always been covered.
 - We will need to discuss how to handle this for the future MAFE Conventions and the Executive Board; a decision doesn't need to be made tonight. We would need a policy change
- A comment was made that this is very beneficial, especially for newer board members.
 - The Board goes to as many sessions as they can make each day they are there. ● Board members pay for their spouse if they attend.
 - None of the board members asked for mileage reimbursement.
 - Amanda Wilkins mentioned that we should cover education only instead of the two meals as well.
 - Lynn Henning asked what does the Fair board offer to their Board members that attend?
 - They get a food stipend and hotel and registration covered.
- Kristy Oosterhouse proposed a per diem rate on top of covering the conference feed and the room for each Livestock Council Executive Board Member.
- Amanda Wilkins proposed we add a separate line item in the budget for MAFE, instead of it being under Education.

- Clayton Porter is for covering MAFE for the Board Members 100%, but make sure the verbiage in the policy to include the board must share what was learned while attending.

- Nicki Brown, we have two options on the table: are we making a motion tonight?

- We can wait until the fall to make a motion.

- Katrina Grose had the MAFE breakdown which was \$677.47 per board member for a grand total of \$3,387.37 with a majority of it being the hotel cost.
- Education Expo 2026, the board will work on getting a budget for this.

c. Project Give A Way

- This is now being called Project Sponsorship.
 - Stephanie Bugai with Boots N Roots has volunteered to take this on as a committee.
 - Nicki will send the flyer templates to Stephanie.
- The drawing will take place at the October Livestock Council Meeting.

8. Fair Schedule

***Photos/Committee update**

- Changes to the goat show schedule for Fair, Sunday 9am Peewee, breed goat.
 - Tuesday 9am drop obstacle because it's combined with pack already.
 - Wednesday 2pm fun classes for goats.
- Photos on Wednesday moved to 9-12 for small animals.
- Teen movie night moved to 8:30pm Thursday.
- Wednesday cattle showmanship order should be; Large Beef, Large Dairy, Dairy Feeder, JR Beef, then Cloverbuds.
- Sunday 10 am DA Swine Show in the grass area between the swine barn and the Habeline Arena.
- Lamb cloverbud show to be moved to follow 4-H Showmanship on Tuesday. • The blood drive needs to be added to the schedule, but times are still being worked on.
- Photography for cattle will be on Wednesday after showmanship, the order and other details still have to be discussed
- Swine would like photos after auction, more discussion is needed on this with Jen first.
 - Due to the past illness in the swine barn we are also looking at trying to get Swine photos done Tuesday or Wednesday so kids are more likely to have photos if Swine gets sick.
 - Since photos are a requirement we need to make sure we have a plan incase of illness in the barn.
 - Small Animals are getting a new backdrop that fits the needs of all sizes of the animals.
 - Small animal clubs are helping with posing for small animal photos.

- Photos will be in the Rosa Arena and we are going to work on lighting and what will help with better photos.
- Each specie chair needs to have volunteers to help with Photos, this will NOT be a responsibility of the photography committee.
- Robin asked if small animals could divide the time, so each specie has a timeslot.
 - Nicki has left that up to small animal specie chairs to work that out.
 - We might be able to move the small animal banner from last year to the Llama & Alpaca Barn.
 - Nicki will follow up with Sarah Youker
 - Praise was given to Sarah Youker for her hard work this year and her determination on fitting ALL the photography needs.
- We will talk about Photos again with more details.

9. Name Tag & Livestock Shirts

- Name Tag orders are closed
- The goal is to have the Maxwell Medal order by next week.
- Lynn Henning - poultry needs a Market Geese banner and they need to be added to the fair schedule in the auction line up.
- Livestock Council embroidered shirts are \$12.00 each shirt embroidered, please have them to Keri Bancroft by the June 2nd meeting.

10. Senior Awards

- A sheet was sent around to verify graduating seniors, please check yours if you haven't yet.
- Check your grand and reserve list from 2024 as well; these are needed for the sign in the Rosa Arena.
- The Board had a family reach out and ask if their youth could receive a senior award, the youth is not registered this year but has been in 4-H since eligible to show.
 - We will need to decide tonight if we are going to buy an award or give the family contact info so they can order their own.
 - Discussion among members in attendance.
 - Question was asked; if the family buys their own award, will we award it at the award ceremony at Fair?
 - Unanimous no from those in attendance.
- Motion on the table; unless the youth is registered in the current year with the NWMI 4-H Livestock Council for their graduating year the Livestock Council will not purchase the Senior Plaque, but the family can.
 - Motion by: Holly Heuser.
 - Seconded by: Clayton Porter.
 - Motion Carries.

11. Barn Awards

- Keri Bancroft wants to order the medals with the Maxwell order, so next week.

12. Education Credits

- Amanda Wilkins asked since we have restructured our monthly livestock Council meeting room setup, and youth sit towards the front, can the meetings count as general education credit?
 - Holly Heiser asked if we let the meetings count, should the youth have to write a paper or something about the meeting?
 - Motion on the Table; The next two Livestock Council meetings will count as an education credit for 2025 with a 1 page write up submitted to the specie chair
 - • Motion by: Amanda Wilkins
 - Seconded by: Holly Heiser
 - Motion Carries

13. Barn Needs

- Get your barn needs to Keri Bancroft ASAP, wish lists Keri will try and get what we can.
 - Sanitizer will be split with the Fair Board.
 - Johnson Foundation donations we won't know if we get until July.
 - Robin Gildner requested the goat obstacles get revamped as they are very old and some have become unsafe.
- 2024 Thank You Buyer sign is being ordered, this will be a 48"x96" sign by the auction trailer thanking our buyers.
- Sign Gypsies is doing a sign for us again and this will include our NWMI 4-H Livestock Council logo and the NWMI Fair logo so we can use it year after year.
- Faith Grose needs tag info for the animals: how do the specie chairs want this communication?
 - It was agreed on a form to be emailed.
 - Haven Bouwen updated education credits from the Cherry Capital Cattle show.

14. Adjourn

Adjourned at 9:20pm

Motions by: Holly Heuser

Seconded by: Colin Heuser