UPSF Department Advisory Committee (DAC) Minutes

September 14, 2024

2024 Fair Wrap-up meeting-All agenda items to address 2024 U.P. State Fair

**Members present:**

**Dairy**: Melissa Gatien, Kris Havelka **Sheep & Goats**: Carol Quist, Sally Ebsch, Rochelle Sundstrom, Lindsey Kronemeyer

**Beef**: Veronica Wallace, Connie Wells, Jan Streiter, John Stapleton, Steve Palosaari

**Swine**: Sue Baumler, Jodi Spaude, Lee Marciniak **Draft Horse**: Crystal VanElsacker, Andy Jaeger

**Poultry/Rabbits**: Pete Kleiman, Jr., Carol Chadwick **Community Arts**: Kate Oman (zoom), Jacqueline Beach

**Equine**: Jesse Willour, Judy Nelson **Skillathon**: Sandy Gill

**Junior Rep’s**: Bridget Paidl, Sydney Ebsch

**Management**: Vickie Micheau, Matt Valiquette (non-voting), Kelly Zellar

**Others**: Ed McBroom, Ann Harrington, Lori Dalgord, Phyllis French (zoom), Dave Radloff

28 voting members present **Public:** Laci Mitchell, Sue Strieter, Mason Wallace, Chelsea Ketchum (zoom)

1. **Introductions**
2. **Public Comment:** none
3. **Adoption of Agenda:**  add: livestock check-in, new bathrooms, band app. Veronica moved, Sandy supported motion to approve. Motion passed unanimously.
4. **Approval of meeting minutes from August 3, 2024.** Jodi moved, Sydney supported motion to approve. Motion passed unanimously.
5. **Buildings & Ground Report:** Matt-will save the in depth discussion for the next building & grounds committee meeting in early October. The grounds and buildings were in better shape this year than last year. Will be working on everyone’s suggestions. Has a great staff. Thanked everyone for all their assistance this year. John commented that an equipment specialist should be added to the building & grounds committee. He suggested Jan Streiter. Steam & Gas has 2 representatives, maybe the DAC should also. Vickie agreed. John moved, Vickie supported a motion to recommend adding Jan Streiter to the UPSF building & grounds committee, motion passed unanimously. A round of applause was given to Matt and his crew for all their hard work. Matt reminded everyone that the Facility Improvement Plan is used to recommend items that need to be addressed in each building. He asked everyone to review and let him know what needs to be added to their barn’s plan.
6. **Management Report:** Vickie provided a written report. Cannot thank everyone enough for their dedication and help towards the success of the UPSF. The information from this meeting and the suggestion boxes are important and reviewed by management and where appropriate added to the planning document. It would be good if the suggestions came with solutions. Remember that many things went well and don’t dwell on the negative.
7. **Chairman’s remarks: Ed-**Veryproud of this group and working with all of us. Always room for improvement, but a small team provided the fair for over 100,000 people to enjoy.
8. **Exhibitor Department Report:** Ann-**1)** Fundraising reports will be due at the next meeting. They should be through 9/30. Sue has already provided hers. **2)** A copy of the department income & expenses was provided. This report details the amount taken in from entry & stall fees and amounts paid out in premiums. Pointed out the increase in horse department income. Market animals was close to breakeven again. Every department has a negative, meaning more premiums are paid out than income coming in. Also added $198 in manual processing fees. The negative this year for all departments was $22,498. Other expenses such as testing fees, judges, department budgets are not included in that total. **3)** Ribbon accounting has been completed. Ribbon bill was large this year. Hopefully enough Community arts ribbons for another year. Also added Horse rosettes. **Kelly. 1)** DNA, urine and blood testing all came out good, no issues. **2)** There were some events that were asked to be included in the fair at the last minute, management will be asking not to add any activities after July 1st. This will help with planning and promotion. **3)** There were 2 swine exhibitors that left early. Jodi stated there was miscommunication between the exhibitors and their 4-H leader and the kids did not show up for their market classes. They pulled their animals on Wednesday night and left. Do we ban those exhibitors? Kelly asked Jodi for her recommendation. Jodi doesn’t think they will come back. Ed stated the book reads we withhold their premiums, why do we need to do more? Kelly had asked the exhibitors for a statement as to why they left, but did not receive anything. Veronica found it disturbing that they ranted on Facebook and blamed everyone else. Dave stated the in person YQCA training includes discussing citizenship and reading the rules. Sue felt the exhibitors were out more than anyone. John stated it would be nice if we could simplify the important things in the book they need to know. Show times are all posted by the swine department. Crystal stated she didn’t think there was anything more we can do to inform exhibitors. Jodi didn’t feel we should do anything more to these exhibitors. Kelly said we have consolidated the fair book to simplify finding the rules, we have sent out preregistration packets, people don’t read even though they sign saying they have read. **4)** Will be starting work on next years fair book, anyone can help with that. Each department is asked to send her their sponsor lists by the next meeting.
9. **Items to discuss as a group as it pertains to the 2024 Fair**
10. **Maintenance:** Missy stated on Saturday it would be good to have porta potties on the grounds between the beef & dairy barns for all the extra visitors on sale day. Sally stated all of the outdoor lighting should be checked before the fair to verify all are working. Lights on the outside of the MOL building were not working. Sandy stated there was a lack of garbage cans. Ed has asked that the gates be improved for ease of opening & closing when exhibitors are leaving. Sydney stated the cleaning people had locked the MOL bathrooms one night. Crystal had a problem with not enough bleachers for the draft pull.
11. **Camping:** Ann stated Greg & Liz were in the office continually prior to the fair to discuss exhibitors and their spots. Ann did not feel that any junior exhibitors should be camping in north coast to eliminate the need for young kids to be crossing the road. Hopefully in the future we can keep all of the junior livestock exhibitors within the fairgrounds. They were very responsive. We cross-referenced to be sure campers were actual exhibitors. Vickie -camping was an issue identified last year that was much improved this year. Ed agreed. John agreed they did a good job, but they need a golf cart as their ATV was left running at their campsite with the headlights on and they were also going up and down the midway.
12. **Sound:** Ed stated dairy was good. Horse was good. Sue thanked the Wallace’s for the headsets they use during their show and for the use of the Lori Branstrom Memorial speaker system in their barn on show day. Jan stated the beef barn could not hear during the junior show. Veronica stated that was due to Mike Flavor not being able to get the sound system normally used because the speakers had been bolted down in the grandstand for the Monday races. The Lori Branstrom system had to be used and that is not able to be wired into the barn like the other system. That was very disappointing. Matt stated some communication issues. The correct system was brought to use for the beef open show. Steve felt whoever does the sound should do some research before the show to determine the best set up. It was not improved for the Highlands over last year. Vickie will be considering a local radio station taking over the sound as part of a sponsorship package. Sally stated the PA announcements were not heard in the barn areas, everyone agreed.
13. **Cleaning crew:** Sue stated the MOL and swine barn was great for the first 2-3 days, then it was not good. The beef barn was bad the first 2-3 days then got better. Sydney stated the MOL showers were not clean. Sue overheard fairgoers commenting on the uncleanliness in the bathrooms. Kate stated the cleaning crew didn’t get to them till midweek. Veronica has the kids empty the garbage cans and brings them to the front of the barn, the bags sat there for many hours. Steve had requested a porta john for the Highland barn and never received it. Matt stated in 2023 spent over $80,000 on cleaning and were dissatisfied, with the main problems being the RBB, grandstand & midway bathrooms as well as the midway, so that was the focus this year and the feedback this year in those areas was good. The group that was hired this year was a new company and the problems were not due to lack of effort. They were respectful and responsive. They did not have appropriate staffing. $37,000 was paid this year. We could have given better directions. A+ for effort, C for overall performance. We could go back to this vendor and ask for extra staffing which the vendor did address with Sue or ask barn staff to do more. Ann was wondering if we could hire one company for the main fairgrounds and another to handle the barns & the MOL area of the fairgrounds. Vickie is considering having the Steam & gas bathroom building as a satellite room for the cleaning people to store supplies.
14. **Showorks:** online registration, judges books, judges reviews. Kelly clarified that the judges review was for the Superintendents to review the judges performance, not for the judge to complete. Lindsey requested that the open & junior goat show be separated, like the other departments. Ann agreed and would like the open & junior shows to be separated in all of the departments. Kate stated registration overall was good, exhibitor requested a place to check to donate their winnings back. Ed was glad online works as well as it does but wishes you didn’t have to repeat completing information for each child. Dave asked what an exhibitor number is as the record book asks for it. Ann stated that is now an internal number and the exhibitor number is not known by the exhibitor. He will remove that question from the record book. Steve would like to see showorks print a program for the public to view for shows.
15. **Veterinarian-MDARD & UPSF:** Ann stated Dr. Averill was very responsive during check-in and during the week. Vickie stated Dr. Averill has asked the Authority & the DAC to send a letter to his boss requesting his services for next year. John moved, Rochelle supported a motion to send a letter to Dr. Averill’s employer to request his services for the 2025 UPSF. Motion passed unanimously. Kelly walked around with Dr. Anne the State Vet and she was satisfied with the barns, the only problem was some of the petting zoo animals didn’t have tags. She stated she plans to spend more time with us next year. Dr. Averill had to leave on Friday and Dr. Gill was our on-call vet for Friday through Sunday, which was greatly appreciated. Ed stated all of the avian flu tests that were required by MARD were received and were negative. Everyone signed a thank you card for Dr. Averill and management will send a thank you letter to Dr. Gill.
16. **Superintendent folders:** no comments.
17. **Urine collection:** Ann thanked everyone that helped.
18. **DNA collection:** No comments were received about the additional $5.00 fee for extra communications needed with exhibitors due to problems with DNA samples.
19. **Wristband Distribution:** Dave would like a central place for exhibitors to pick up for the community arts, Kate agreed. Jodi stated worked well, put in packets and referred to lists where to get. Dave, Kate and Jacqueline need to determine what will work for their departments and inform management.
20. **Judges:** Kelly stated there were a lot of comments about judges in the suggestion boxes. Wanted us to be aware of the large expense needed to bring judges from out of state. If judges budget is increased will need to figure out how to pay for it. Out of state judges can cost from $2-3,000 per day. She is currently working on 2025 judges. Ed stated more cost efficient to have a judge that can do more than one specie. Lee stated we cannot have judges that know the exhibitors by name or have sales that sell market animals, if we have to go out of state, that is what we need to do. Ed stated it’s hard to not have conflicts as those who go to other shows know a lot of the judges. John would rather see a judge do multiple species than one from Michigan. Suggested a committee for selection is a good idea. Kelly stated she would rather take the blame than have others involved taking the blame. Jesse stated definitely need to have horse judges hired by December. This year waited too long to hire and the Saturday judge had to be let go before the Sunday show. She had a back up plan for Sunday. Horse show days need to be finalized by the next meeting to get judges before the first of the year. Steve stated they enjoyed the judge for the junior show.
21. **Improvements to beef arena:** Sandy heard a comment that the concrete was too hard on the animals feet. Kris thought more packing would help. Ann thanked Ron Wells for completing the cement work needed to set the panels in place around the arena.
22. **Ribbons:** Sandy did not have all of the 1st-10th place ribbons she needed. She said Kelly told her she needed to order her own ribbons. Dave & Kate did not run out of ribbons in community arts.
23. **Auction Sale:** Lori said there were a few problems but went well. Total sales were $577,959. Complaints couldn’t see the TV. Sydney & Bridget worked hard to get it going. Some people would rather have more bleachers and others liked the chairs. Ed stated maybe have a few smaller TV’s throughout the arena. Someone suggested having a box for the smaller pig exhibitors to stand on. Lori said they will be building a new auctioneer’s stand and Jan suggested contacting local school industrial arts programs to see if they would do it. Sally stated need more help to set up and not leave it to just a few kids doing all the work. Ann stated Meijer donated back animals to give funds to the 3 barns. Each barn will be receiving $808. The poultry sale was a little challenging to enter into showworks as they used different buyer numbers than the jr. market sale. Also Jr. Market received another $2020 donated to them. Ann asked if the new load out paperwork worked, all Superintendents agreed it did. Ann asked if pigs could now be run through the sale again with the new arena set up. Jodi, Sue and Lee agreed it would be very difficult, no one was in favor. Crystal asked about when someone buys an animal and donates it back, what happens to the money. Ann stated the exhibitor receives the first sale price from the first buyer, that buyer designates where the next sale funds will go, as Meijer specified to go to the barns. If it is not specified, the money goes to Jr. Market. The 2nd buyer receives the animal.
24. **LBMA:** Ann stated there was $8,316 raised to go towards the Lori Branstrom Memorial fund. She will be sending a letter to the Branstroms thanking them for donating the hog and include a thank you letter from the beef & horse department for the grants they received this year. In addition, each contributor will receive a thank you letter detailing what the funds have been used for. Total fund balance is now $19,013.65.
25. **Parking:** Ed stated better than a lot of years. Kelly will work on the parking behind the beef & swine barns. She will have specific permits for exhibitors to go in and out to feed. Missy is asking that vendor trailers be moved away from the dairy barn windows a little bit for better air flow. Connie stated her spot behind the beef barn is always used by exhibitors. John stated pocket park campground is being used for public parking, need more signage and monitoring. He stated there is a gate attendant in the RBB that runs you down and tells you not to park in your campsite. Kate had a problem with pocket park people taking up all the parking spaces and not leaving any space for her. Needs to be signage to allow for CA staff parking. Steve stated we towed vehicles a few years ago that seemed to help with the problem. Kelly contacted Delta Force to announce license plates to move or be towed and they told her there was no one in the booth to announce. Ed stated there were a lot of people parking on the back road, not in the parking area, may need some no parking signs. Ed stated buyers need help after the sale to carry their gifts to their cars. He got them parking permits. Lori will discuss different ideas at their meeting. John suggested providing buyers shuttle carts /drivers to transport them to their vehicles after the sale. Sydney suggested using the chamber parking as buyer parking, signs that say violators will be towed.
26. **Gates:** Ann stated gates were locked, exhibitors couldn’t get in early to feed. Felt there should be one dedicated gate on each side of the fairgrounds that remains open 24 hours a day and let exhibitors know. This gate would need to be manned. Jesse said the use of Gate 6 for horse check-in worked really well. The gate attendant was great and contacted her when someone came in.
27. **Livestock release:** Ed said much better this year. Some of the beef haulers wanted sheep & goats released early too. Ann said the book stated, “Packing house animals released as directed by Superintendent”, this was designed to give Carol the option to release early those animals that were to be hauled with beef. John said it went better, and thanked Connie. Some people were allowed to go out the in-gate when it made sense. Jan said they staged all of the early release beef ahead of the others which worked well. John stated there were only 6 public that went through the beef barn between 4 & 5 pm. **Livestock check-in:** Jan stated his larger trailer doesn’t fit between the beef & swine barn. John suggested a different gate for goats & sheep than beef & swine. Ann asked if moving the steer release time up worked and everyone agreed it did. Ann stated the swine trailers were backed up at check-in due to the excellent biosecurity work the staff did when checking in pigs. Ann talked with those waiting in line telling them the wait was due to the increased biosecurity and thanked them for their patience, they seemed to appreciate that. Lindsay commented that campers could not leave due to the back-up of trailers waiting to check-in, Sally agreed that was a problem. Ed stated he didn’t get a lot of complaints so from his perspective went well. John suggested using the highway gates for entry on Sunday.
28. **YQCA:** Ed bragged to Lieutenant Governor Gilchrist about the program. Everyone agreed LG Gilchrist was very personable and interacted with staff. Ed thanked everyone for making his visit great.
29. **Saturday night dance:** Crystal stated it should be for the kids and parents should not be attending drunk. Sandy commented no drinks for the kids.
30. **Review of suggestion boxes:** Ed stated there were more suggestions than ever before. The beef box was especially full. Ann commented that she feels because we have implemented so many past suggestions, exhibitors are feeling encouraged to make suggestions. A number behind a comment means there were that many of the same comment. Ann removed all comments concerning judges and provided them to Kelly.

Many good comments and suggestions. All comments should be reviewed with departments making recommendations in the future for any changes.

1. **Photographer/Champions on sign:** Kelly only received names from the beef department for the sign. Lindsey suggested posting Grand & Reserve champions on Facebook, Kelly agreed and plans to implement. Carol could not get a hold of the photographer for the sheep. Lindsey commented she was at the sheep show as there are pictures online.
2. **Isolation Liaison:** Ann stated this is a response to Sue’s question at the August meeting. Matt had the isolation area prepared with stalls, water tanks, electricity. Management asked Matt Jenson the Delta County Authority representative to fill the role of Liaison. Ann prepared a job description and management met with Matt J. prior to the fair to discuss. Ann asked everyone to review the description for any suggestions. Also the Escanaba Daily Press ran an article about how proactive the fair was being with our disease protocol and this was also published in the International Association of Fairs newsletter.
3. **New bathrooms:** Women’s bathroom doors did not lock, they had warped. Ann provided small garbage cans for the women’s stalls and an additional large one. Sydney commented that 4 stalls made it very cramped. John stated the men’s bathroom has a very low ceiling and the vent needs to be turned on, it should be wired with the light. Ed asked about adding a urinal, consensus was not an issue. Steve stated a bouquet of flowers encourages a cleaner women’s restroom. Sue stated the swine department bathrooms needed to be remodeled, toilets are in terrible condition, leak and don’t work well.
4. **Band app:** Lee stated it was awesome, Jodi was keeping everyone informed. Sydney commented it was great. Kelly stated a trial year but a great communication tool and glad for the positive feedback.
5. **Overall Showmanship:** Ed thanked Lindsey for a great job. Staff and volunteers need to help monitor people helping contestants. Contestants will be made aware next year. Lindsey was glad to see the crowd following from the horse barn and dairy barn back to the beef arena. Some people wanted belt buckles back as prizes.
6. **Department reports-Summaries only**
7. **Dairy:** Missy-66 animals, less due to no cows. All exhibitors that could come came. Everyone loved the Halloween theme. 2025 theme is Board games. Kris feels there should be a barn closing time when exhibitors must leave to allow animals to rest.
8. **Beef:** Veronica-had a great week. Some changes to make will be discussed in the future. Connie agreed. John stated one of the better weeks. The suggestion box had a lot of positive comments. John thanked Jan for all his work and the hours he put in moving manure, providing lighting equipment, etc and suggested giving him help next year.
9. **Highland:** Steve-exhibitors from 5 states. They enjoy the UPSF and how they are treated up here. Qualifies for one of the 5 double points shows next year as they had more than 50 animals. There remain challenges with the size of the barn.

**Sheep/Goats:** Carol worked through any issues with Kelly. Sydney stated there was an incident with exhibitors taking their animals for a walk. Another staff member had given incorrect permission. Sydney requested better communication. Ed stated there was not an official executive meeting. Need to communicate better with exhibitors about biosecurity rules. Carol announced her retirement and everyone thanked her for her many years of service to the UPSF. Rochelle will be spending more time with family and Sally will no longer have any family exhibiting so they are also retiring. They were also thanked. The sheep/goat staff will be missed.

1. **Swine:** Jodi stated this was the best year she has ever had. No issues. Barn crew was great fixing all of the pens that came apart. The tarps on the south wall worked great to reduce the temperature in the barn. The air conditioners that Matt provided worked great also. The barn was closed a couple of hours a few different days that which also helped immensely. Thanked Ethan and Lee for all their help. Jodi is retiring to spend more time with family, Sue and Lee will be leaving also. Everyone thanked the entire staff for all their years of service, and they will be missed.
2. **Poultry/Rabbits:** Carol C. stated they are working on getting turkey cages. The cement at the back of the poultry barn needs to be fixed, it is a tripping hazard. Connie suggested they apply for a Lori Branstrom Memorial grant and her husband could be hired to pour the cement.
3. **Equine:** Jesse thanked everyone for their support. It was a bigger project than she expected. She thanked Jan for all his help moving manure and breaking up the pile of sawdust to help the kids. 2025 barn theme voted on will be Disney. The Monday fun day show went great, was hoping for 20 participants, had 41. Will need to start earlier. Combined the Junior shows, positive feedback, it was 12 hours but went well. Jump show went great, lots of positive feedback about adding it to the fair. It lasted 6 hours. The rules need to be clarified better in the book. Speed show had to be moved to the indoor arena due to the rain. Moving the mini show to Saturday after the pleasure show was an issue as there were parking problems with the pullers coming in. That mini show will need to be moved. All of the extra awards and competitions worked well, exhibitors enjoyed. Everyone congratulated Jesse on a successful first year.
4. **Draft Horse:** Crystal stated the pull went well but feels the exhibitor numbers are down due to our being a dry show. Suggested review of our drug policy. The public attendance was good. Ed stated many shows are going to wet shows. She would like to use her extra department funds to give additional premiums to the pony pullers.
5. **Community Arts:** Intake went great, all of the labels were pre-printed and ready. Thankful for TSC donations. Had a couple of complaints about limiting antiques. Moving Hobbycraft & Folk Art to her barn complemented everything else and the entire set-up looked great. Some complaints about floral they will be looking at. Had more art entries. Looking at different shelving units. Thanked Matt for solving electrical issue. Dave stated school exhibits were great from Bark River. Needlework had complaints, food entries down. Moving judging to Sunday worked great. Good change changing take in times. Ed was concerned about the comments about professionals entering in amateur classes. Kate was not aware of, was in Dave’s barn. She would like to look at a professional and amateur class in that department. Would like new shelves for the food exhibits. Kate would like the band oiled (??) in Dave’s barn.
6. **Youth Representative:** Sydney’s term is up and she is done showing. Everyone thanked her and she thanked everyone for their parts in the fair. Bridget is able to reapply but has not decided. Everyone thanked her. Sydney recommended Ali Kleiman as a new representative, but she would need to apply.
7. **Jr. Market Livestock:** none.
8. **Overall Showmanship:** Lindsey thanked Ed and Ann and the watchers.
9. **Queen Contest:** Kris ended up with 9 contestants. It went well. She is also retiring. She suggested that Karen and Bridget Paidl replace her. Everyone thanked Kris. Steve suggested as we are a State Fair opening the contest up to anyone that has competed at their local county fair to attract more contestants.
10. **Skillathon:** Sandy reported 54 new competitors this year. She will review registration numbers earlier to be sure there are enough tests. 8 & under and adults increased. Pre-registration does not work well either. She has had 10 new shirt sponsors approach her. No one was caught cheating. Sue stated it needs to be announced that the ribbons will be given out at 1:00 with the recordkeeping. If someone wants to do a station, they need to let her know by June 1st. Ann stated the beef barn has new bulletin boards and the skillathon results can be posted there.
11. **Recordkeeping:** Dave received positive feedback about less narrative questions. A lot of exhibitors completed the extra points bonus questions. The banners sponsored by GreenStone were awesome.
12. **Member comments:** Kelly stated the open DAC positions will be posted and looking for new department representatives. Send her a letter of interest. If anyone on the DAC is interested in being the Queen contest coordinator, they will have first option. Ed reminded we also need youth representative applications. Lunch, cake and MOL cheese was provided to everyone as a thank you for their contributions to the success of the 2024 UPSF!
13. **Public Comment:** none
14. **Next meeting:** October 5, 2024-Organizational meeting. Next Authority meeting October 25, 2024

**13) Adjournment** at 12:45 pm.