



MINUTES OF MEETING

COMMITTEE: Oneida County Fair Planning Team

PLACE: Pioneer Park, Rhinelander, WI 54501

DATE: July 23, 2013

TIME: 5:40 pm

Committee Members Present: Craig Mandli, Nancy Gehrig, Eric Britton, Tom Peterson, Jim Perlberg, Denise Rheaume-Brand, Jean Platek, Sue Glentz

Excused: Greg Berard, Leroy Eades, Lisa Kuczmarski,

Absent: Toni Schickert

Others Present: Theresa Seabloom, Terri Angell, Marilyn Riggs, Bob Glentz, Brian Gehrig

MINUTES:

1. **Call to Order and President's Announcements:** The meeting was called to order at 5:40 pm by Craig Mandli. The meeting was properly noticed and the facility is handicap accessible. There were no president's announcements.
2. **Approve Agenda for Today's Meeting:** The agenda was approved by Jim, seconded by Eric. Motion carried.
3. **Approve Minutes of July 16, 2013:** A motion was made to approve the minutes of July 16 by Denise, seconded by Jim. Motion carried.
4. **Approval of Contracts:** Nancy presented a charge of \$630.40 to rent a tent and the dance floor again with delivery and installation included. We have \$1,000 worth of advertising through a Rev Share from WJFW Channel 12 -- they will sell wristbands for us on-line for \$7.50 and we will be given money from that. (It was asked how much we paid them last year since their bill was sent so late and we complained -- we paid \$800 instead of the \$1,000.) Coyote Radio is giving us 84 ads for the fair, more than the original 30-some, at a cost of \$250 to us. A motion to approve these contracts was made by Jean, seconded by Jim. Motion carried.
5. **Sponsorship Update:** Jim reported receiving a \$250 sponsorship from Priebe Law Office and turned the check over to Terri. Theresa turned in a \$100 sponsorship check from Pioneer Equipment towards cost of entertainment. Nancy reported that Comfort Inn has expressed interest in possible sponsorship.
6. **Financial Update:** Terri reported that nothing has changed.
7. **Approve Bills:** Sue reported the results of the craft show/flea market at the Pine Lake Town Hall on July 11. The show had a poor turnout and while some vendors did well, most vendors had little or no sales. To continue goodwill with vendors for the future, Sue proposed giving a vendor space credit for either the flea market or craft show to be hold at the fair. Those vendors who have already signed up and paid their vendor fee would receive a refund. These refunds also include two vendors whose applications for the fair flea market and craft show have been rejected. The total refund expense is \$225. A motion to approve this expense was made by Jim, seconded by Jean. Motion carried. A list of present expenses was shared showing the cost for entertainment, plus assorted miscellaneous, totals \$13,160.00.

8. Administrative Report:

- **Miscellaneous:** Leroy said that the camping spaces were filled now with food vendors – nine need camping and he and Nancy have spots assigned for them. Brian has acquired flood lights for the back gate and front gate from Kortenhoff and Dietz Construction. He is finishing up with the emergency plan. Nancy reported discussing with John Biligan the use of a tractor from the County. We will have the use of a John Deere tractor from the Forestry Dept. at no cost to us with a full tank of gas. We will have a tab at the Holiday Gas Station for gas for the tractor and golf carts and turn it in to the County at the end of the fair.

9. **Advertising:** Northwoods River News has now received the fair schedule information from us to create a Super Shopper booklet to use as an insert to their paper and also for us to handout at the fair. Nancy reported Phil Frasier has put an ad for the fair on his Digital Outdoors sign at no cost to us this year. The usual cost is \$400 and he suggested getting a sponsor to cover the cost in the future.

10. Team Leader Reports: A form on Team Leader area needs to be turned in at the next meeting.

- **Action Arena:** Nancy met with Paige Mahner and Kendy Gee at the park and discussed the plan for the horses for Action Arena.
- **Fish Fry:** It is decided to charge enough for the dinner to make \$1.50 per plate go to the fair. The Masonic Temple will lend us their tables and Coca Cola is making banners for the Fish Fry. Sue presented the flyer she made to advertise the Fish Fry and Nancy plans to talk about it on “Live at Five” on Channel 12.
- **Animal Alley:** Eric will do the “chicken poop” contest and will fix up the large cage to use. He also reported that security is “ready to go” and he will be taking PTO to be present during the Fair.
- **Entertainment:** Theresa reported all contracts are in and signed for checks to be made out. Posters are being distributed and we are concentrating on advertising. Tom Swearingen is completing a stage he is building and will donate it for use in the Big Top tent this year.
- **Exhibitions:** Denise reported they have seven schools represented and the WPS building is loaded with things being stored to be displayed at the fair. She will need help in transporting them.
- **Raffle:** Jim reported sales are going well and he received another \$80 for raffle tickets. Terri made a poster to use at his booth featuring the items to be raffled off. Jim pointed out that he will need someone to relieve him from time to time to take a break.
- **Banners:** Tom and Leroy have put the six fair banners up and asked if anyone sees them not stable or have fallen down, to give them a call so they can remedy that.

11. Updates:

- **July 4th Parade:** Nancy reported she and Brian, Terri, and the Virgilios rode in the Minocqua parade using a 2014 Chevrolet Silverado truck donated by Sedlaks with our banners on,. Tim Brown wore the tent costume and stood in the truck and it worked well. Terri reported being impressed with the announcing during that parade that made it quite special.
- **Craft Show/Flea Market:** The July 11th Craft Show is explained above under “Approve Bills”. A discussion took place as to the location of the Fair’s craft show and flea market. It was determined that Oneida Avenue would not be closed the whole length of the Fair fence where it was assumed the craft show and flea market would be located. Therefore, their location would have to be placed inside the fence abutting the tennis court on the grass. There would be less space and would allow perhaps up to 25 vendors and could be crowded. The map would have to reflect the new location.

12. **Volunteer Scheduling:** Jean reported she still has time slots open for tractor drivers and asked the committee to ask around for volunteers. There is still a need for help to set up and tear down and a list of young kids is available to call for this. Toni is doing well with volunteers for the gates. It is advised that specific names and times be scheduled to keep track of. The volunteers will meet on July 29th at the fairgrounds to receive last minute instructions.

13. **Event Planning Update:** Nancy, Theresa and Tom Swearingen will meet next week with Billie of Fisher's Bar and Grill to discuss final arrangements for the Fish Fry.
14. **Correspondence (specifically addressed to Committee):** None
15. **Date(s) of Future Meeting(s):** The next fair meeting will be at 5:30 pm on Tuesday, July 23, 2013 at the airport where the previous restaurant was. The committee will also meet on July 30th at the fairgrounds.
16. **Public Comment:** None.
17. **Items to be Included on Next Agenda:** An itemized agenda will be provided at the next meeting.
18. **Adjournment:** Jim made a motion to adjourn the meeting, seconded by Jean. Motion carried. The meeting was adjourned at 7:05 pm.

Respectfully submitted by,
Theresa Seabloom, Secretary