



MINUTES OF MEETING

COMMITTEE: Oneida County Fair Planning Team

PLACE: UW-Extension Conference Room, Lower Level, Airport Terminal
3375 Airport Road, Rhinelander, WI 54501

DATE: Thursday, January 3, 2019

TIME: 6:00 pm

Members Present: Fred Andrist, Jim Winkler, Theresa Seabloom, Bill Freudenberg, Cheryl Salzman, Tim White, Jim Perlberg, Jean Platek, Josh Skubal, Kelsey Mueller

Absent: **Excused:** **Others Present:** Tom Barnett, Myles Alexander

MINUTES:

1. **Call to Order and President's Announcements:** President Fred Andrist called the meeting to order at 6:00 p.m. The meeting was properly posted. The facility is handicap accessible. Andrist reported on the following:
 - a. **City Meetings:** Andrist, Skubal and Barnett discussed possible city sites for future Fair location. It is planned to put together a proposal re: new site for the Fair.
2. **Approve Agenda for Today's Meeting:** A motion was made by Seabloom, seconded by Winkler, to approve the agenda. Motion carried.
3. **Date of Future Meetings:** Tuesday, February 5, 2019 and March 5, 2019 at 6:00 pm at the UW-Extension conference room at the Airport.
4. **Approve Minutes of December 6, 2018:** There was discussion re: Item #22 Closed Session – whether it was written up correctly. A motion was made by Andrist, seconded by Winkler, to approve the December 6, 2018 minutes with the stipulation that Corporate Counsel Tom Wiensch be consulted and any correction made on the way the Item is written. Motion carried.
5. **Consider 2019 Treasure/Secretary Positions:** A motion was made by Winkler, seconded by Perlberg, to approve Freudenberg as Treasurer and Seabloom as Secretary again for the year 2019. Motion carried.
6. **Approve Current Expenses:** The current monthly wage expense of \$916.66 is to be paid, leaving a balance of \$15,083.34.
7. **Treasurer Report:**
 - a. **DATCAP Report:** Andrist and Freudenberg worked on this report and sent this in at end of 2018.
 - b. **Final 2018 Budget Draft:** The newly configured financial printout was distributed and explained, which makes it more easily understood by the Committee.
 - c. **Reimbursement Voucher:** The vouchers were handed out for each Committee member to use as needed, with the original receipt included.
8. **Long Range Vision Planning:** Alexander suggested we conduct a Strategic Planning meeting (about 6 hours on a Saturday or divide into 2 consecutive evenings), using the printout he provided to help guide and record our progress as the Committee advances towards our future goal.
 - a. **Establish Site Proposal Work Group:** Andrist requested all members provide him with names of interested parties for him to personally invite to organize a Strategic Planning Group.

9. **CUW Committee Rep Report:** Winkler had nothing to report.
10. **Fair Coordinator Report:** Barnett reported CT's Deli wants to do a fundraiser for us this year. He also reported United Way has invited him to use a spot at Trig's Commons area on 1-22-19 from 10-2:00 pm where they will hold a Volunteer Signup program for the community. Barnett asked the committee for attendance to help him.
- a. **Sponsorship Booklet:** Barnett reported he will change the current 3-fold Sponsorship brochure to a professional looking 4-5 page booklet to showcase events/entertainment that sponsors can donate to.
 - b. **Website Coordinator Position:** Presently, Barnett will update the website until we find someone designated for this, suggesting perhaps a college/high-school student or others. He will begin searching for someone to help out with this.
11. **Committee Member Recruitment:** Barnett announced he will feature posts in the media explaining our need for new members and clarifying somewhat our present goals to the community.
12. **K&M Carnival Contract:** Barnett provided an updated carnival contract with K&M that states the Fair's changes - extending the wristband hours on Saturday, food exclusivity for snow cones and shaved ice only, and that it will be signed for one year only. A motion was made by White, seconded by Platek, to approve this 2019 contract. Motion carried.
13. **2019 Coordinator Contract:** A motion was made by Salzman, seconded by Mueller, to approve the current Coordinator contract with the only change being to increase the amount to \$11,000. Motion carried.
14. **Building Fund Report:** Andrist suggested we decide and declare what our plans are in this Building Fund.
15. **Review Fair Debriefing List:** After reviewing this list, we addressed our signage, stating the need to put up more of them. A motion was made by White, seconded by Salzman, to increase the amount of signs to at least ten and check into the cost of same. After discussion, Winkler made the motion, seconded by Freudenberg, to amend the original motion to check with Carl Juerik on the appropriate code on where they can be placed. Amendment to the motion carried followed by the main motion carrying as well.
16. **Chamber of Commerce Dinner:** A motion was made by Winkler to request a table of eight at a cost of \$175 to represent the Fair and to not exceed \$50 to decorate the table with a theme, seconded by Platek. Motion carried.
17. **January Fair Convention:** Andrist and Skubal will be attending the convention over two days. Seabloom will register them and County pay for it, plus mileage.
18. **Old Business:** Freudenberg will look into getting a limited credit card from Finance Dept. for Committee to use.
19. **Correspondence (specifically addressed to Committee)** None
20. **Public Comment:** None
21. **Items to be included on Next Agenda:** Chamber Dinner, Convention Report, Strategic Plan, Debriefing List.
22. **Adjournment:** The meeting was adjourned at 7:50 pm.

Respectfully submitted by,
Theresa Seabloom, Secretary

Signed by President _____ Or Vice-President _____