



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: Tuesday, December 3, 2019

TIME: 6:00 pm

Members Present: Fred Andrist, Josh Skubal, Theresa Seabloom, Bill Freudenberg, Cheryl Salzman, Tim White, Meg Sprecksel, Bonnie Breivogel

Absent: Amanda Wendt, Kelsey Mueller

Excused: Jean Platek, Jim Perlberg, Jim Winkler

Others Present: Tom Barnett, Myles Alexander, Amanda Colon, Nicole Raduechel (WJFW marketing agent)

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. No announcements.
2. **Approve Agenda for Today's Meeting:** A motion was made by Perlberg/Skubal to approve the agenda. Motion carried.
3. **Date(s) of Future Meetings:** Thursday, January 9 and Tuesday, February 4, 2020 at 6:00 pm at the Airport.
4. **Approve Minutes of November 5, 2019:** A motion was made by Freudenberg/Skubal to approve the minutes of November 5, 2019 with an amendment changing Cary Schneider's name to Kerry Schneider. Motion carried.
5. **2020 Election of President, Vice President:** A motion was made by White/Salzman to elect Fred Andrist to continue as President; a motion was made by White/Seabloom to elect Freudenberg as Vice-President. Motions carried.
6. **Appointment of Secretary, Treasurer if Appropriate:** A motion was made by Sprecksel/Salzman to appoint Seabloom as continuing Secretary; a motion was made by Skubal/Salzman to appoint Meggan Sprecksel as Treasurer. Motions carried.
7. **New Member Consideration:** A member application filled out by Kerry Bloedorn was passed around to read. A motion was made by Freudenberg/Seabloom to accept Bloedorn as a Committee member pending an approved background check. Motion carried. (An amendment was made at the 1-9-20 Fair meeting to include Amanda Colón in the above motion.)
8. **President's Report:**
 - a. **Budget Update:** Andrist confirmed the approval of \$16,000 to be given the Fair to operate in 2020 by the County Board.
 - b. **Exhibit Court Superintendent Job Description:** Andrist has a complete job description prepared to be included in the Operational Guidelines and used for hiring this position.
 - c. **Operational Guidelines:** Andrist passed around his version of the proposed Operational Guidelines for the Committee to oversee and discuss for continuation.
 - d. **Exhibit Checks:** The issue of unclaimed premium checks will continue at the January meeting with the hope of finding a solution and not have it continue in the future.
9. **Treasurer's Report:**
 - a. **Approve Current Expenses.** Freudenberg reported an amount of \$916.66 in wage expenses. A motion was made by Skubal/Sprecksel to pay this expense. Motion carried.
 - b. **YTD Budget Report:** The current Fund balance is \$11,151.36.

10. **CUW Committee Rep Report:** Andrist attended the Chamber of Commerce meeting to discuss how they can be involved with the Fair. It was decided they'd like a survey to take place this year and address advertising.
 - a. **Pioneer Park Contract:** Andrist informed the Committee there's a hold up right now with our contract with the City regarding bathroom and electricity issues.

11. **Fair Coordinator Report:** Barnett reported the Christmas parade is taken care of with Sprecksel in charge. We will use two trolleys and decorate in blue as the theme will be around the song "Blue Christmas." Andrist will use his truck to pull the trolleys and we are encouraged to wear blue. (Barnett introduced Nicole Raduechel from WJFW who shared the advantages of using their advertising plan for the Fair. This was done when the meeting opened.)

12. **Carnival Vendor Update:** Skubal announced we will use Tri-State Amusements as the 2020 carnival, pending the approval of the Oversight Committee. This two-year contract will include 20% of the profit, 7 major rides and 7 kiddie rides, etc. We are planning to also use Tri-State Amusements in a three-day event the last weekend of August, 2020, along with Minocqua as a money-maker for the Fair.

13. **2020 Budget Preparation:** Andrist presented a template of the projected 2020 budget set up in the form the DATCP uses for their end-of-year report. It is intended to clearly categorize income and expenses; and compare and project from year-to-year. A motion was made by White/Salzman to approve using this form of budget with the ability to make adjustments where needed. Motion carried. We will evaluate vendor fees at the January meeting.

14. **Future Fair Direction, Status Quo, Totally Independent, or Something In-Between:** There was a ten-minute discussion of where the committee feels the Fair direction should be going. The decision was unanimously in favor of total independence.

15. **Old Business:** Seabloom expressed her wish to also attend the Convention in Wisconsin Dells on January 5-8, 2020. A motion was made by White/Skubal to approve payment to cover her registration and lodging at the convention. Motion carried.

16. **Public Comments:** None.

17. **Items to be included on Next Agenda:** Vendor fees, Strategic Plan, Approve Documents, Exhibit Checks, August Fundraiser, New Member.

18. **Closed Session:** Roll Call was taken: (Andrist, Skubal, Seabloom, Freudenberg, Salzman, White, Sprecksel, Brievogel) *It is anticipated that the committee will go into closed session pursuant to Wisconsin Stats. Sec. 19.85 (1) (c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee and (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.* **Topic: Coordinator Evaluation**

19. **Open Session:** Roll Call was taken: (Andrist, Skubal, Seabloom, Freudenberg, Salzman, White, Sprecksel) A motion was made by Freudenberg/Salzman to go into Open Session. Motion carried by unanimous vote.
 - a. **Announcement of any action taken in Closed Session:** Discussion took place regarding input and procedure for the upcoming Coordinator Evaluation.

20. **Adjournment:** The meeting was adjourned at 8:50 pm.

Respectfully submitted by
Theresa Seabloom, Secretary

Signed by President _____ Or Vice President _____