



## 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, February 4, 2020

**TIME:** 6:00 pm

**Members Present:** Fred Andrist, Theresa Seabloom, Bill Freudenberg, Cheryl Salzman, Tim White, Jean Platek, Amanda Colón, Kerry Bloedorn

**Absent:**

**Excused:** Meg Sprecksel, Jim Perlberg, Bonnie Breivogel, Jim Winkler, Amanda Wendt

**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.
2. **Approve Agenda for Today's Meeting:** A motion was made by Platek/White to approve the agenda. Motion carried.
3. **Date(s) of Future Meetings:** Tuesday, March 3 and April 7, 2020 at 6:00 pm at the Airport.
4. **Accept Minutes of January 9, 2020:** A motion was made by Freudenberg/Platek to accept the minutes of January 9, 2019 as presented. Motion carried.
5. **President's Report:**
  - a. **Pioneer Park Contract:** Andrist talked to Gaber Electric regarding upgrades at the Park. This is an effort to remedy the yearly cost of installing more electricity to run the Fair, and then removing same when the Fair is over. He is looking for a proposal from Gaber to meet the electrical needs of the Fair permanently, and try to wrap up the Contract with correct wording. Andrist advises we check out the cost of renting porta-potties and confirm decision who to hire early in the year.
  - b. **Chamber Event Update:** A report was given on the Annual Chamber Dinner at a cost of \$210 for a table of eight.
6. **Treasurer's Report:**
  - a. **Approve Current Expenses.** A motion was made by White/Platek to pay the expense amount of \$1,321.02. Motion carried.
  - b. **Budgeting Update & DATCP Filings:** The current Fair Ending balance is \$15,307.10. The Fair Budget was prepared by Sprecksel using Net Suite (like Quikbooks) which was shared with the Committee and will be reported on by Sprecksel at the March meeting. The Annual Treasurer's Report was set up the same way, which she has sent on to DATCP for the year 2019.
7. **CUW Committee Rep Report:** In Winkler's absence, Andrist attended the meeting, reporting on updating budget progress and contract negotiations. Approval of Amanda's application was received.
8. **Fair Coordinator Report:**

- a. **Marketing Update:** Barnett shared a printout of how money might be spent between TV, radio, newspapers, social media, printing and miscellaneous promotional advertising. The proposal totaling \$2,800 will be added to the 2020 Budget, with Barnett's will to actively seek sponsorship in full or in part from media companies. A motion was made by White/Salzman to accept that budget item, stating that any amount not spent can roll over to the next year's marketing budget or allocated where needed. Motion carried.

**9. Exhibit Court Superintendent:**

- a. **Job Description:** A discussion on this position, and also advertising for it, will be addressed at the March meeting.
- b. **Checks vs. Ribbons:** Tabled for the March meeting.

**10. IAFE Membership:** Seabloom suggested, with Sprecksel's support, that our Committee join IAFE at a \$110 yearly membership. The advantages of this was made known to us at the January Fair Convention and conveyed to the Committee. A motion was made by Freudenberg/Seabloom that we join for one year, with an amendment that if we find out it is not "board wide", we not join. Motion carried.

**11. Fair Future Direction (501c3 Status):** Freudenberg is assigned to look into this topic and it will continue to be an on-going item on the agenda. This will be reported to the Oversight Committee as we go.

**12. Strategic Planning:** A final report on this is forth-coming by Alexander at a future meeting.

**13. 2020 Planning from Debrief List:**

- a. **Better Picnic Tables:** A plan was made to check Menards/Home Depot for the best price to purchase tables for the Exhibition Court. Motion was made by White/Salzman to purchase a minimum of eight tables. Motion carried.
- b. **Gate Behavior/Expectations:** Andrist presented a position description of a volunteer Trolley Tractor Driver to go over. The word "valid" will be added to driver's license, and donation boxes will be used on the trolley.
- c. **Survey Attendees:** It was suggested an e-tablet be used when taking a survey at the Fair. Alexander welcomed samples of surveys as he creates an example for us to use this year.

**14. Old Business:** A suggestion was made by White to hold a special fund raiser to purchase an AED for the Fair. A future decision will be made to decide which fund raiser to use for that.

**15. Public Comments:** None.

**16. Items to be included on Next Agenda:** Exhibit Checks, Debriefing, Map Out Fund Raisers, Discuss Required Insurance for Smaller Acts, 501c3 Status.

**17. Standard Language for Closed Session on Coordinator Evaluation:** Andrist is working with the County on this.

**18. Adjournment:** The meeting was adjourned at 7:40 pm.

Respectfully submitted by Theresa Seabloom, Secretary

Signed by President \_\_\_\_\_ Or Vice President \_\_\_\_\_