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**COMMITTEE:** Oneida County Fair Planning Team

**PLACE:** ZOOM Meeting w/Myles Alexander as Host

**DATE:** Tuesday, June 2, 2020

**TIME:** 6:00 pm

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

**Absent:**

**Excused:**

**Others Present:** Tom Barnett, Myles Alexander, Brian Bennett

**MINUTES:**

1. **Call to Order and President's Announcements:** President Fred Andrist called the meeting to order at 6:00 pm. The meeting was properly posted.
  2. **Approve Agenda for Today's Meeting:** A motion was made by Winkler/Perlberg to approve the agenda. Motion carried.
  3. **Date(s) of Future Meetings:** Tuesday, July 7 and August 4, 2020 at 6:00 pm.
  4. **Accept Minutes of May 5 and Executive Meeting May 21, 2020:** The minutes of May 5 and May 21, 2020 were accepted.
  5. **Committee Member Status:** It was announced Bonnie Brievogel submitted a resignation from the Fair Committee, and agreed to continue to volunteer. Motion was made by Seabloom/Platek to accept the resignation. Motion carried.
  6. **LLC/501c3 Presentation, Attorney Bennett:** Attorney Brian Bennett was present to discuss this matter and address questions. To begin the process to have the Fair become independent, Bennett advised we get organized as an LLC Corporation at \$35 and apply for 501c3 tax exempt status with the IRS at an approximate cost of \$275. Some organizational needs will require looking into liability and insurance, constructing a constitution and rules, creating annual reports with upfront accounting, perhaps having a CPA on board, etc.
  7. **President's Report:** No report at this time.
  8. **Treasurer's Report:**
    - a. **Approve Current Expenses.** Current expenses are: Coordinator's salary at \$916.66, raffle renewal at \$25.50, Rhinelander Chamber of Commerce dues at \$113.00, Fair website at \$148.50 – for a total of \$1,203.66. A motion was made by Sprecksel/Colón to pay the expenses. Motion carried.
    - b. **Budget Status:** Sprecksel reported a balance of \$10,768.67. This includes the DATCP funds of \$1,432.32 we just received. Our goal is to raise funds for 2021 by future fundraising.
  9. **CUW Committee:** No report. Winkler explained the Oversight Committee did not meet again in May.
- 15.

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**Fair Coordinator Report:**

- a. **Written Report:** Barnett pointed out his activities the past month:
  - i. Did an interview with WI Public Radio regarding the decision to cancel the 2020 Fair.
  - ii. Contacted Mike Cheslock to coordinate with the High School to use its auditorium to put on a Telethon fundraiser for the Fair.
  - iii. Is creating a list of talent who may be interested in supporting the Telethon.
  - iv. Contacted a company to discuss a tee-shirt fundraiser.
  - v. Continuing to research possible fundraisers.
  - vi. Reached out to IAFE for possibly aid/advisement in the Fair's process to go independent.
  - vii. Stressed the need to get Paypal account set up on website and Facebook page.
- b. **Virtual Fair Ideas:** Barnett succeeded in getting Wild Instincts on-board to do an animal portion of a Virtual Fair on an upcoming date. Other ideas are: cake decorating contest, movie in the park, virtual children's artwork exhibits, sexiest legs in a kilt contest, and more. Ongoing events will be scheduled between July 9 and Aug 28, 2020. Minutes on this will be forthcoming.

10. **Fair Issues:**

- a. **Minocqua Event:** Freudenberg made a motion to not hold the Minocqua carnival due to the Covid-19, seconded by Salzman. After much discussion, a roll call was taken to cancel the carnival in Minocqua at the end of August. Andrist, Sprecksel, Seabloom, Freudenberg, Salzman, Perlberg, White, Platek, Colón, Bloedorn voted "yes" to cancel the carnival, with Winkler voting "no". Motion carried. Sprecksel suggested we check with Tri-State Carnival for possible reschedule for May 2021 or possible dates. Andrist will also request that our 2-year contract with them include 2021 and 2022.
- b. **Participant Survey:** Postponed.
- c. **Fundraising Plan:** It was pointed out how important the donation button is to coordinate with fundraisers; Barnett will be looking for fiscal agent possibilities, with input from Sprecksel. Andrist asked the Fundraising Committee to begin planning a raffle with type, dates, etc. Our raffle license is renewed for the year.

11. **Strategic Planning:** The plan is to begin the process of LLC/501c3 status immediately. Andrist will contact Bob Mott regarding this ASAP and to create an exit agreement to clarify what the Fair ends up with for equipment, funds, storage space, etc. We will need to put together a business plan. Salzman volunteered to look into possible insurance needs and options.

- a. Alexander shared a document with a scheduled timeline to work with to begin the Strategic Planning. The Plan is a concept to provide thoughtful work for the Committee to consider over a period of 2-5 years.

12. **Old Business:** None.

13. **Public Comments:**

14. **Items to be included on Next Agenda:** LLC/501c3 Status, Strategic Plan, Fundraising, Virtual Fair Ideas, others.

15. **Adjournment:** The meeting was adjourned at 7:30 pm.

**Respectfully submitted by:** Theresa Seabloom, Secretary

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