



MINUTES OF MEETING

COMMITTEE: Oneida County Fair Planning Team

PLACE: Pioneer Park Pavilion, Oneida Ave, Rhinelander, WI 54501

DATE: July 28, 2015

TIME: 5:30 pm

Committee Members Present: Jim Intrepidi, Nancy Gehrig, Theresa Seabloom, Eric Britton, LeRoy Eades, Jim Perlberg, Kathy Silbernagel, Jean Platek, Evie Virgilio, Aprelle and Tom Rawski

Excused: Tom Peterson

Absent:

Others Present: Lynn Feldman, Marilyn Riggs

MINUTES:

1. **Call to Order and President's Announcements:** The meeting was called to order at 5:30 pm by President Jim Intrepidi. The meeting was properly noticed and the facility is handicap accessible.
2. **Approve Agenda for Today's Meeting:** The agenda was approved by Platek, seconded by Eades. Motion carried.
3. **Approve Minutes of July 14, 2015:** A motion was made by Perlberg, seconded by Tom Rawski, to approve the minutes of July 14. Motion carried.
4. **Administrative Report:**
 - **Financial Report** – Aprelle Rawski reported an amount of minus -\$60.08 on the records at this time. A motion was made by Perlberg, seconded by Britton, to accept this report. Motion carried.
 - **Approve Contracts** – Nancy Gehrig informed the committee of the \$3,250 contract with Yogi Golf Carts to use six of their carts. After some discussion, a motion was made by Eades to accept this bill, seconded by Perlberg. Motion carried. It was noted that Park City Credit Union donated \$500 towards this bill.
 - **Approve Expenses** – Two expenses to be approved are: two sponsorship banners made by Impact Images for the stage in the amount of \$110.00 ordered by Tom Swearingen; a purchase of \$51.64 for garbage bags from CTL gotten by Tom Peterson. A motion was made by Silbernagel, seconded by Aprelle Rawski, to accept and pay these two charges. Motion carried.
 - **Coordinator Update** – Nancy Gehrig informed the committee that Office Max has donated posters to use to announce all monetary and in-kind sponsors on a stand by the office and also to post on the donation cubicle. A poster was also made for the daily raffle which will begin on Friday through Sunday. There are enough donated prizes to hold about eight raffles each day. The prizes can be picked up by 6:00 on Sunday and then at the Extension after that. She reported that all banners are being hung now, and that 20 tables and 120 chairs from UH Rentals will be set up under and by the Big Top tent. She also thanked the committee and Merry and the UW Extension for all their help.
5. **Sponsorship Update:** Gehrig reported that every media gave in-kind help to advertise. All the sponsorship logos were attained to use on the posters and website.
6. **Vendor Applications** – Eades reported all food spots are filled. There are two non-food spots open yet and there are vendors who have just contacted us and are waiting to hear if they are accepted.
7. **Area/Team Leader Needs and Updates:**
 - a. Silbernagel reported she needs a confirmation on the location of the Garden spot but she is all set to receive flower containers. The location will be confirmed after discussion with Pine Grove vendor.
 - b. Perlberg reported all shifts are covered and the raffle booth is ready to go.

- c. Britton reported all schedules are filled and ready to cover nighttime security.
 - d. Aprelle Rawski reported the National Guard station is already set up and will provide security throughout the Fair. Also two Police officers will stroll through the Fair each day.
 - e. Platek reported all hours are covered but could use extra volunteers on Sunday. She suggested any committee members free at that time could step in if needed.
 - f. Seabloom reported the Big Tent is up and stage is here -she will be putting up banners and posters for the entertainment.
 - g. Evie Virgillio reported she and Anthony will be managing all the gates – they will be working out of the Fair garage, overseeing the whole Fair and will fill water supplies and take care of needs as they arrive.
8. **Correspondence:** (Specifically addressed to Committee). None.
9. **Public Comment** (3-minute limit): None.
10. **Items of Discussion to be Included on Next Agenda:** An overall recap of the 2015 Fair and other items to be provided at the next meeting.
11. **Date of Future Meeting:** The next fair meeting will be at 5:30 pm on Tuesday, September 1, 2015 at the UW-Extension conference room in the airport lower level.
12. **Adjournment:** A motion was made by Eades, seconded by Britton, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:49 pm.

Respectfully submitted by,
Theresa Seabloom, Secretary

Signed by President _____

Or Vice-President / 2nd Vice-President _____