



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: December 1, 2015 **TIME:** 5:30 pm

Members Present: Jim Intrepidi, Nancy Gehrig, Theresa Seabloom, Tom Peterson, Jim Perlberg, Aprelle and Tom Rawski

Absent: Jean Platek, Evie Virgilio

Excused: Eric Britton, Kathy Silbernagel, LeRoy Eades

Others Present: Lynn Feldman, Brian Gehrig, Mary Freudenburg

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 posted and the facility is handicap accessible. No announcements.
- 2. Approve Agenda for Today's Meeting:** A motion to approve the agenda was made by Peterson, seconded by Perlberg. Motion carried.
- 3. Approve Minutes of November 10, 2015:** It was called to our attention that in the **2016 Budget Update**, the new fee for a 30'x20' vendor site should read \$500.00, not \$400. A motion was made by Perlberg to accept the November 10th minutes with the amended change, seconded by Aprelle Rawski. Motion carried.
- 4. Administrative Report:**
 - **Financial Report:** Aprelle Rawski reported a balance of \$5,051.16 in the account after bills were paid. She will be sending in the Annual Financial Report before December 31, 2015.
 - **Approve Expenses:** The following expenses are to be paid yet before the end of the year 2015:
 - a. Minocqua Chamber of Commerce yearly membership fee of \$100.
 - b. Three Lakes Chamber of Commerce yearly membership fee of \$125.00.
 - c. Any remaining wages yet to be turned in before the end of the year.
 - **2016 Budget Update:** Aprelle Rawski and Silbernagel of the Planning Team met since the last meeting and decided they needed more information to continue work on the 2016 Budget. They are waiting for completed figures of the worth of in-kind donations, the worth of advertising given to us, the comparison of old versus new vendor fees, the new contract setup for the K&M carnival, to name a few. Gehrig will get the numbers to the Planning Team so they can reschedule a meeting to move forward on the Budget Update. This will be on the agenda for January's meeting.
 - **Coordinator Update:** Nancy Gehrig explained that in her private contract as Coordinator she has paid for her own insurance and also paid \$235 each year for Workman's Comp. It was realized that because she has no employees under her, there is no necessity for her to be carrying Workman's Comp. Therefore, her 2016 contract will not require her to pay for that, per Brian Desmond. Gehrig has not signed that contract yet at this time.
- 5. Fair Convention in WI Dells Jan 10-13, 2016:** The Fair Convention will be held in Wisconsin Dells on January 10-13 and it was approved at November's meeting to allow two members to attend. Nancy Gehrig is uncertain of her work hours at Nicolet College during that time and she will check that out. Seabloom would be available to attend if someone else would be going with her.
- 6. Admission Charge:** The money coming from the County Board was recently cut by \$1,000 and will continue to do so each year. The issue is, how do we make this up? Feldman reminded the Board the County will want to know what we are doing to get the extra money and how to make the Fair sustainable. Feldman stressed that a Strategic Plan is important to figure this out. One recommendation to the Fair board has been to charge an admission. Much discussion ensued regarding

handling money and making change by volunteers at all entrances throughout the whole day and the collecting and keeping track of it all. This seemed to be a daunting undertaking. Also, how to control attendance when it would be impossible to fence in the park. Brian Gehrig suggested we promote the donation idea more heavily, putting more boxes at the bar, trolley stations and gates. It was pointed out that we need to hold some money makers between Fairs. Freudenburg suggested we have a stand at the drag races on the lake held in February and sell perhaps chili, hot cocoa and such to make some money. She offered to look into that possibility. It was decided to address this again at the January meeting.

7. **Beverage Garden Update:** Feldman reported she checked with County Attorney Brian Desmond whether or not the Fair itself could run the Beverage Garden and is expecting an answer from him in January. Brian Gehrig informed us that a government agency cannot get a picnic license as we would need one to run it. Nancy Gehrig will be contacting the president of the Tavern League to see if they would want to manage it during the Fair. This will be addressed again at the January meeting.
8. **Dog Issue:** Aprelle Rawski reported that Christine Aschenbrenner with the City has agreed to discuss with their attorney whether the City or the County would be liable if a dog would attack someone on the grounds of the Pioneer Park Historical Complex. Nancy Gehrig will also be in contact with Chief Mike Steffens regarding what we can do regarding the Dog Issue. They will report at the next meeting.
9. **Recruitment from Three Lakes & Minocqua:** The subject of whether to become a member of the Three Lakes Chamber of Commerce was discussed. Three Lakes has not shown interest in the Fair in the past and would it be worth it to pay the membership fee of \$125 to join? The thought was that it was worth joining it again, rather than not, and at the same time, stress the hope that they would be active in supporting the Fair. A motion was made by Peterson, seconded by Perlberg, to pay the membership fee to join the Three Lakes Chamber of Commerce. Motion passed.
10. **Changes and Purchases for 2016 Fair:** Peterson reported the cost is \$120.00 each to replace the large Fair banners. He has pictures of what we have done with CTL in the past and that he was researching the cost of signage. He will look into what the Country Fest uses for their signage and compare it with what we have done in the past.
11. **Strategic Planning Process:** Feldman stressed that one member of the Fair Planning Team needs to be on the Strategic Planning Committee and she would like to meet in January to get this started. Intrepidi agreed to ask Eric Britton if he would be interested. It is also requested of the Fair Planning Team that a County board member also serve on the Planning Team for the Fair.
12. **Team Leader Reports:** Perlberg reported he wants to start getting the raffle together earlier, like in January. Freudenburg offered to help him get donations, suggesting they reach WalMart in January already.
13. **New Event Ideas for 2016 Fair:** No new ideas were brought up at this time.
14. **Correspondence:** (Specifically addressed to Committee). Feldman received correspondence to say that \$1,738 is the amount the Fair will be getting from State Aid this year.
15. **Public Comment (3 minute limit):** None
16. **Items of Discussion to be Included on Next Agenda:** Admission Charge, Dog Issue, Beverage Garden Update, Strategic Planning Progress, Changes/Purchases for 2016, Budget Update, Coordinator Contract, Chamber Annual Dinner.
17. **Date of Future Meeting:** Tuesday, January 5, 2016 at 5:30 pm at the UW-Extension conference room at the airport.
18. **Adjournment:** A motion was made by Perlberg, seconded by Peterson, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:50 pm.

Respectfully submitted by,
Theresa Seabloom, Secretary

Signed by President _____
Or Vice-President _____
Or 2nd Vice-President _____