

COMMITTEE: **Oneida County Fair Planning Team**

PLACE: **Curran Professional Park – Room 104  
315 South Oneida Avenue, Rhineland**

DATE: **Wednesday, July 14, 2010** Meeting Time: **5:15 p.m.**

**Committee Members Present:** Patricia Broukal, Cindy Eckardt, Nancy Gehrig, Lisa Kuczarski, Craig Mandli, Theresa Seabloom, Tina Werres, and Melanie Ostermann. Excused were: Jenny Talley, Denise Rheume-Brand, and Freda Waalkens. Absent: Bill Bell

**Others Present:** Tom Swearingen, Barry Eckert, Jan Juedes, Romelle Vandervest, and Jim Lillis (representing media).

**Call to order and President's announcements.** The meeting was called to order by President Craig Mandli at 5:20 p.m. The meeting has been properly noticed and the facility is handicap accessible.

No announcements were made at this time.

**Approve agenda.** Motion by Cindy Eckardt to approve the agenda of July 14, 2010 meeting with the change of order at the Presidents discretion. Seconded by Nancy Gehrig. All ayes. Motion passed.

**Approve minutes.** Discussion regarding the July 7, 2010 meeting. Apparently the press had not been properly notified so it is necessary to approve the July 1, 2010 minutes. It was acknowledged that Denise Rheume- Brand at the July 7 gathering, wanted to more clearly define Vendors as EXHIBITOR VENDORS following the EXHIBITORS indent. Also wanted it noted that it was Tina Werres who was pleased to report the entries were more than the amount they were the previous year. Pat Broukal made the motion to approve the minutes as discussed. Cindy Eckardt seconded the motion. All ayes. Motion passed.

**Approve committee member applications/resignations.** None.

**Approve contract.** None to approve

**Review correspondence.** Tina received notice from the city inspector that the fair sign by the holiday gas station needed to be moved. This was taken care of.

Jim Lillis offered a certificate of insurance to be passed on to corporate council. Tina will deliver it to the appropriate person tomorrow.

**Financial reports.**

- **Budget changes.** None at this time.
- **Itemized categories report.** Updated report dated 7/14/10 handed out.
- **Expenses report.** Submitted expenses were as follows:
 

\$ 19.58	Tina Werres	Parade Supplies
\$142.25	Tina Werres	Lunches for boys who helped hang banners.
\$252.05	Melanie Ostermann	
		2 printer ink replacement for office printing
		1 printer ink replacement for Sally Latimer
		1 flash drive for secretarial notes
		Scrapbook paper supplies for Fair Scrapbook.
\$100.00		vendor refund as unable to attend fair after all.

Cindy Eckardt made the motion to approve the submitted expenses. \_Seconded by Theresa Seabloom. All ayes.

- **Requests.** Tina Werres reported the to the team leaders that if they had requirements or needs for the fair it was necessary to submit them for approval by the next meeting. Each leader was given the proper form to make their request.

Tom Swearingen reported his investigation of a rental stage for the fair. The stages are being shifted and there is a need for a portable stage. Tom advised the planning committee that the Eagle River Rental Depot had quoted him 1- 3' x 6' section was normally available at \$18 for the event duration, instead of the normal \$32.00 fee. 20 sections are needed to build a 15' x 24' stage area. They are willing to deliver the sections, but it is the responsibility of the fair committee to set them up. Some leveling of the set up area would be required. The stage would be 18" high. He also reported that RSC was willing to match the rental agreement should we wish to rent from them.

Tom also reported he and Pat Dineen had investigated a portable dance floor and had determined 16 pieces of a 4'x4' section would provide a 16' x 16' dance area. This could be rented at a cost of \$18.00 each section for a total of \$288.00 for a dance floor should the committee be interested. RSC would match this as well.

A brief discussion was held. It was suggested to consider having a slab poured for the dance area. The dance floor option will be further discussed at next years planning.

The stages are being shifted around this year. There is a need for the rental stage. Nancy Gehrig made the motion to rent the main stage area from RSC. Pat Broukal seconded the motion. All ayes. Motion passed.

Tina said there was a split rail fence that was originally used around the garden area. She is hopeful this fence can be developed into something for the fair use. She is investigating if that further.

### **Team leader reports:**

**Back Porch:** Theresa Seabloom reported that revised contracts are moving forward and ready to be mailed. She wondered what occurred when incimate weather causes a cancellation of the event. She said several vendors have contacted her requesting assurance of payment in the event of bad weather. Tina Werres advised the committee there is no incimate weather clause in the contract and the fair committee will lose money if we are unable to reschedule the vendor/event.

Theresa Seabloom requested a set of bleachers 20'x30' for use.

Theresa also wondered if a tent was available for her area. A discussion followed where 2- 20'x30' canvas tents have been offered to the fair committee for a cost of \$200.00 each. They were in excellent condition as they had only been used once for a wedding. Theresa made the motion to purchase the tents for use at the fair. It was seconded by Craig Mandli. All ayes. The motioned carried. Tina reminded the committee that all the financial requests must be approved at the UW Extension Ag meeting,

**Family Land.** Craig reported that Dave Dall was hoping to have his time slot for 4:15 p.m. to 5:45 p.m. The schedules are being firmed up at this time.

Theresa Seabloom wondered if contracts needed to be back by a certain date. She said there are about 20 vendors who want to be paid the date of the performance.

Currently the committee is waiting for confirmation of performers. There does not seem to be funds for clowns and it is hoped that some people will volunteer to dress up and participate as clowns.

The dunk tank is still pending. Craig also requested a set of bleachers.

**Volunteers.** Nancy Gehrig is continuing to arrange for volunteers. She needs a schedule to coordinate the events. Tina Werres suggested

there be some sort of orientation meeting the Wednesday night before the fair opens at the park. This will be arranged.

Nancy asked if there might be children available to wear the dragon costume. It is hoped it can be part of a walking display that attracts attention.

Tina noted the fair is selling water and ice to the volunteers and vendors this year. She stressed it is important to keep our people hydrated and to be sure to utilize the water and ice that will be provided. It will be billed as a fair expense.

Nancy Gehrig will switch her scheduled time slot to visit with Dave Hibbard and "Alive at Five." Lisa Kuczarski was supposed to go on this Friday to discuss the wristbands, but it will be difficult for Nancy to speak at the time slot she has been provided. Hopefully Lisa and Dan Kuzlik will speak on Tuesday, which works better with Nancy's work schedule.

**Wristbands.** Lisa Kuczarski said the wristbands have been delivered to vendors except to Minocqua, and she hopes to deliver there on Friday. The Wal-mart in Minocqua said they were not interested in selling them at the service counter. The locations where they will be sold are at both the Trig's Service Counter in Minocqua, the Chamber of Commerce, Three Lakes Chamber of Commerce, and the YMCA.

Tina Werres said the blue parking passes have been handed out. We are to put our name on them and not lose them.

**Security Report.** Travis Eckardt was not available to give a report, however Tina said there will be students from the police science program at Nicolet Technical College who will be utilized. The students will be paid \$10.00 per hour when they work the night shift.

**Animal Alley.** Cindy Eckardt reported that everything is pretty much set. She advised the committee there had been a request for 2 alligators to be shown at the fair; however Police Chief Mike Steffes did not recommend that this be allowed.

The 4-H people in the July 4<sup>th</sup> parade had been notified that they placed in the parade and plaques are currently being made up.

Cindy said there were some old partitions used in the court house that have been replaced. She has made the request to Curt Krouze that the exhibit area is allowed to take advantage of them.

**Main Stage.** Tom Swearingen said he is currently working on his crew, and is almost ready. Contracts are in the mail and should be back by the next meeting.

**Trolley.** The trolley lights are currently being repaired at Eastside Auto. It is suggested that some sort of magnetic flashing light be placed on the last trolley. A person who can drive a tractor with lights still needs to be arranged. There is a tractor that is available for use.

**Sky Land.** The pigeons are not going to be available after all. Mascots are still being sought for the circus tent and the dragon. It is suggested that about 8 to 10 children be utilized for the dragon. If a large person can not be found to wear the circus tent perhaps it can be used as a display.

**Misc.** Cindy Pitts and Don Reed are arranged for the opening ceremony. They will sell that anything military is properly displayed.

Diane Jacobsen, from the Dept. on Aging is doing a senior shelter. A cribbage tournament will be ongoing during the fair.

Paige Maher is working on the camping area for the people who want to stay with their animals.

Shelly and Brian Holmes will help during the Doxie race.

Milt Aus is working on Vehicleville.

Patty Fitzpatrick has crews for the handicapped parking.

Mike Michalak has placed all media coverage and has stayed within budget.

Pat Dineen's jump drive and down loads are with the corporate attorney at this time. Tina said she has been unable to look at it yet, but they are working to honor the open records request made by Jim Lillis. The computer itself and all personal records are being returned to the family.

Tina reported that children under the age of 12 must have parental permission to help at the fair location. Both she and Melanie will develop a system so they may be rewarded for their help. Tina said arrangement to feed the children is pending. It is hoped that we can provide the children ham and cheese rollups, pickle, chips, and water to the children via of a civic organization in the area. The volunteers will be fed as well.

The garage storage is is now in place. The floor has been poured.

Rommell Vandervest was introduced to the fair committee. She will replace Wilber Petrosky and will represent the UW Extension Ag committee.

Tom Swearingen is making arrangements to have the gazebo moved to the park.

**Future Meeting.** The next meeting will be Wednesday July 21, at the old Curran School building. It will begin at 5:15 p.m.

Tom requested that a loading area be provided for musicians and those who must unload their vehicles. Tina said there is a colored parking area system that is going to take that into consideration.

**Items to be included on the next agenda.**

Team Leader Reports.

Requests turned in by team leaders.

**Adjournment.** Motion to adjourn made by Cindi Eckardt. Nancy Gehrig seconded the motion. All ayes. Motion passed. Meeting was adjourned.

Respectfully submitted by Melanie Ostermann, Fair Secretary.