

**MINUTES of EXPO-ICE CENTER BOARD MEETING  
OPERATIONS SUBCOMMITTEE**

Wednesday, February 3, 2016

Location: Expo Office – 4921 Expo Drive, Manitowoc

**Present:** T. Dvorak, B. Cavanaugh, D. Pollen, D. Fitzgerald, B. Herr, J. Hawig

**Other Expo-Ice  
Center Board**

**Members Present:** J. Vetting, K. Behnke, D. Schaut, M. Sleik, L. Taylor

**Absent & Excused:** D. Newberg, B. Blatz, J. Janowski

**Absent:**

**Called to Order** Meeting called to order – 6:00pm.

**Minutes** Minutes were reviewed from the previous meeting. Motion was made by Pollen, seconded by Herr to approve the minutes. Motion carried unanimously.

**Public Comment** Committee Chairperson called for public input three times. No public comment given.

**Election of Officers**

Dick Pollen was nominated by Bob Cavanaugh as the committee Vice Chairperson. After three calls for other nominations a motion made by Herr, seconded by Hawig, that nominations be closed and unanimous ballot be cast for Pollen as committee vice chair. Motion carried unanimously.

Jeremy Hawig was nominated by Dick Pollen as the committee Secretary. After three calls for other nominations a motion made by Cavanaugh, seconded by Pollen, that nominations be closed and unanimous ballot be cast for Hawig as committee secretary. Motion carried unanimously.

**Review, Discussion and Possible Action on the following items for the 2016 Fair:**

**A. Market Animal Committee Meeting Update**

Cavanaugh reported on the market animal committee meeting noting that the committee discussed the upcoming exhibitor's meetings, education meetings have started and there are fourteen new exhibitors. Cavanaugh also noted that the committee approved the additional judge's fee of \$100 to help offset judge's costs to the Manitowoc County Fair. Next market animal committee meeting is February 14.

**B. Annual Superintendent-Assistant Superintendent Meeting – April 20**

Dvorak reported that the annual superintendent-assistant superintendent meeting is set for April 20. Discussion included adding an Evacuation and Quarantine plan to the agenda.

**C. Manitowoc County 4-H Silent Auction Request**

Dvorak reported on the annual request submitted by the Manitowoc County 4-H to hold a silent auction. Dvorak added that individuals and clubs give to the raffle program. Motion was made by Herr, seconded by Pollen to recommend approval to the board the Manitowoc County 4-H Silent Auction request. Motion carried unanimously.

**D. Nichole Paulow – Fair Camping Request**

Dvorak reported on the annual request submitted by Nichole Paulow for a reduced camping rate of \$17.50 per day during the week of fair. Discussion included handling of future requests. Motion was made by Fitzgerald, seconded by Hawig to recommend approval to the board the reduced fair camping rate of \$17.50 per day by Nichole Paulow. Motion carried unanimously.

**E. Billboard Sign Competition**

Dvorak reported on the billboard sign competition included in the committee packet. Consensus of the committee to hold the competition for the 2016 fair.

**F. Beer Rules and Regulations**

Dvorak reported that there is a meeting in two weeks with the beer club to discuss beer categories and anyone interested in helping with planning of the event should contact Dvorak. Discussion included obtaining sponsorships and the master of ceremonies is John Jagemann.

**Action Needed:**

- Keep on the next Operations subcommittee agenda.

**G. Missing-Lost Child Protocol**

No report.

**Action Needed:**

- Keep on the next Operations subcommittee agenda.

**H. Special Olympics Run – Logistical Support**

No report.

**Action Needed:**

- Keep on the next Operations subcommittee agenda.

**I. Talent Show Update**

Dvorak reported that paperwork was submitted to the state for participation in the Talent Show competition. Discussion included obtaining judges in March-April and conduct a meeting in April.

**J. Education & Outreach Working Group Update**

Behnke reported on the working group meeting noting that the meeting discussion included the relocation of the tent by the cattle barn, increasing the size of the tent, sponsorships, daily events, demos and static displays. Next meeting is set for March 9 at 6pm.

**K. Ice Center Working Group Update**

Pollen reported that the new compressor has been installed and are working on some issues.

**L. Fairest of the Fair Working Group Update**

Dvorak reported on the upcoming fairest of the fair competition program discussing the typical date of the event and conflicts with schools. Discussion included more direct advertising. Motion was made by Cavanaugh, seconded by Herr to recommend approval to the board to host the Manitowoc County Fairest of the Fair competition and reception program on Thursday, June 2. Motion carried unanimously.

**Other Fair Projects and Issues Update – No Action**

None.

**Adjournment**

Motion made by Pollen, seconded by Cavanaugh to adjourn at 6:35pm. Motion carried unanimously.

Minutes taken by Krizek

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Signed by Hawig