

## MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, July 6, 2016

Location: Expo Merchant's Building – 4921 Expo Drive, Manitowoc WI

**Present:** J. Vetting, D. Pollen, M. Plate, L. Taylor, D. Schaut, B. Cavanaugh, R. Zipperer, B. Herr, J. Hawig, J. Janowski, R. Voss, M. Bratt, K. Behnke, T. Dvorak, J. Beyer, D. Newberg

**Absent & Excused:** D. Fitzgerald, B. Blatz, R. Kohlbeck, M. Sleik,  
**Absent:**

### Pledge of Allegiance

**Called to Order** Meeting called to order – 7:00pm.

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

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

### Review & Act on Subcommittee Recommendations:

#### A. Finance Subcommittee

1. ***No Committee Meeting-Committee Update***  
No report.

#### B. Operations Subcommittee

1. ***No Committee Meeting-Committee Update; Market Animal Committee Meeting Update; Beer Rules and Regulations Update; Works Days – July 12 and 13; Talent Show Update; Education & Outreach Working Group Update; Ice Center Working Group Update; Fairest of the Fair Working Group Update***

Dvorak reported on the following:

- Market Animal Committee – Krizek attended the meeting and provided an update on the new multi-purpose building. The market animal committee booklet will be coming out for 2017.
- Beer Rules – August 13 is the judging date and need stewards. Poster was included in the packet.
- Works Days – July 12 at 4pm with Dvorak to lead; July 13 at 6pm with Blatz to lead. Lesters building is almost ready for fair. Focus will be to paint the outside of the milk parlor, horse barn doors, and benches.
- Talent Show – Judges and DJ are set along with the band shell.
- Education and Outreach – Next meeting scheduled for July 20 at 5pm. Secured pedal tractors, tent layout, and contributions from the dairy promotions committee and Manitowoc Jaycees.
- Ice Center – user groups to have contract completed by July 15.
- Fairest of the Fair Competition – photo shoot completed and parades coming up with drivers needed in August.

#### C. Entertainment/Vendors Subcommittee:

1. ***No Committee Meeting-Committee Update***  
No report.

#### D. Parking/Security Subcommittee:

1. ***No Committee Meeting-Committee Update***  
No report.

**Review, Discussion and Possible Action on 2016 Fair Matters**

**A. *Billboard Judging – July 20 at 11am***

Billboard judging set for July 20 at 11am. Janowski unable to attend and looking for another board member to help with judging.

**B. *Alpaca-Llama Request***

The board reviewed the alpaca-llama request provided in the committee packet with discussion including health code regulations, potential selling days in the Exhibition building, permits, insurance. Motion was made by Cavanaugh, seconded by Herr to deny the alpaca-llama request and to recommend selling items through the 4-H Clover Café. Motion carried. Behnke voted no.

**C. *Volunteer and Liaison Sign Up***

Volunteer and liaison list posted. Behnke added that a volunteer is needed to monitor the pedal tractor area.

**D. *Fair Update***

No report.

**Comptroller’s Financial Report – Review**

PW Director reported on the Financial Report distributed with a change from the original insert noting Expo Activities revenue includes the digital sign revenue, Fair activities is normal, Ice Center activities does not reflect any capital to date and the Makeup Air Unit expense, and Maintenance activities includes the new multi-purpose building initial payment of \$60,000.

**Update and Possible Action on Other Fair, Expo Buildings, and Grounds Projects and Issues**

**A. *CPR Training – August 3 at 6pm***

The CPR training is scheduled for August 3 at 6pm.

**B. *WI Association of Fairs Conference – January 8-11, 2017***

Board members to notify staff on attendance at the 2017 WI Association of Fairs Conference by end of September.

**C. *Multi-Purpose Building Update***

Krizek reported that the building is in progress and going well.

**D. *Breakfast on the Farm Update***

Bratt reported that there were approximately 4300 people in attendance.

**E. *JS Solutions Permanent Signage Request***

Krizek reported on JS Solutions Permanent Signage request included in the board packet. Discussion included number of signs, size and use of fair pictures.

**Action Needed:**

- Place on next Expo-Ice Center board meeting agenda.

**F. *Lifetime Membership Update – Old Passes***

Krizek reported on the old lifetime membership passes and request from members to retain the passes. Discussion included making signage, collection of all passes. Motion made by Behnke, seconded by Zipperer to retain all lifetime membership passes and not to return passes back to members. Motion carried unanimously.

**G. *Fairest of the Fair and Expo-Ice Center Board Pictures***

Nicole Schoenberger, 2016 Manitowoc County Fairest of the Fair, introduced herself and provided an update of current parades and other events attended. Expo-Ice Center board picture taken.

**H. Expo-Ice Center Month Events; Expo Grounds Update**  
Krizek reported on the upcoming events.

**Adjournment**

Motion was made by Dvorak, seconded by Bratt to adjourn at 7:55pm. Motion carried unanimously.

Minutes taken by Krizek

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Signed by Sleik