

MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, August 3, 2016

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

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

Absent & Excused: M. Sleik, J. Janowski, J. Beyer, D. Gauger
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 Cavanaugh, seconded by Bratt, to approve the minutes with corrections noting M. Plate was not in attendance as recorded at the July 6, 2016 meeting. 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 Update; 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 – no update. Cavanaugh has the meeting minutes for anyone to review.
- Beer Rules – attended beer competition with Pollen and Russ Olp for ideas. There are 29 registered entries and must be delivered by Aug 8. Still in need of stewards and can register by going to the fair website. Action Realty sponsoring items and lunch.
- Works Days Update – Benches completed as well as staining. Suggest to begin working on projects over the fall and winter months.
- Talent Show – Judges set as well as DJ. Five contestants. Event is Wednesday, Aug 24 at 2pm.
- Education and Outreach – Next meeting scheduled set for August 18 at 5:30pm at the tent location to review the layout. Need volunteers for 2 hour shifts.
- Ice Center – user groups have signed contract.
- Fairest of the Fair – Attending upcoming parades at Valders, Kiel, and Newton.

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. Raffle Request – Republican Party of Manitowoc County

Request withdrawn. No action.

B. Billboard Judging Update

Judging results included in board packet. Each club will receive individual club results.

C. Volunteer and Liaison Sign Up

Volunteer and liaison list posted.

D. Evacuation-Bad Weather Table Top Discussion

An evacuation-bad weather table top discussion was held with a power point presentation and review of steps to ensure a safe environment for fair attendees.

E. Fair Update

Neuser reported on the new gatekeeper process being rolled out at this year's fair noting that board members will be considered staff when handling the new process.

Taylor reported increased interest in the Sunday Demo Derby and concerns about future demo derby events at the fair. Neuser stated that the grandstand area will be the same excluding any type of oval track program.

Herr reported that there is no company at this point interested in removal of the milk during the county fair and the group is still seeking an interested party.

Comptroller's Financial Report – Review

PW Director reported on the Financial Report provided in the board packet noting that there are no significant changes. Neuser added the new digital sign should be completed in the next two weeks and will reflect payment out of the Expo Activities account. Neuser noted that the Fair activities are the same and Ice Center activities are good. Neuser reported that the Make Up Air Handling unit bids are due by August 8 and costs will reflect against the account of approximately \$15,000. Neuser reported that the Maintenance activities reflect the multi-purpose funding.

Neuser reported on the 2015 Audited Expo Results of Operation by Activity provided in the board packet and presented at the July County Board meeting.

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

A. Lifetime Membership Request

Lifetime membership request to issue the new Lifetime Membership passes without the current black and gold membership pass was reviewed and provided in the board packet. Discussion included handling of future requests to be done on a case by case basis through the board for approval. Motion was made by Behnke, seconded by Voss to approve the Lifetime Membership Request and new Lifetime Membership passes to be issued. Motion carried unanimously.

B. Horse-A-Rama Signage Request

Horse-A-Rama signage request provided in the board packet was reviewed. Neuser outlined the past and future support from the group and recommended approval to the public works committee for final approval. Discussion included future sign requests to be reviewed and approved on a case by case basis. Motion was made by Fitzgerald, seconded by Taylor to recommend approval to the public works committee the Horse-A-Rama signage request. Motion carried unanimously.

C. JS Solutions Permanent Signage Request

Krizek reported on JS Solutions Permanent Signage request noting that the signs would be 8x10 with 10 signs created to be mounted at the Expo grounds. Motion was made by Behnke, seconded by Voss to approve JS Solutions permanent signage request. Motion carried unanimously.

D. CPR Training – August 3 at 6pm

Vetting reported on the noncertified CPR training held prior to the regular board meeting with general information provided.

E. 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.

Dvorak reported that Bob Williams, WI Department of Agriculture, Trade, and Consumer Protection (DATCP), is doing better and Jayme Buttke will be handling his responsibilities.

F. Multi-Purpose Building Update

Neuser reported that the building is structurally complete with the excavator to be onsite tomorrow along with the electrician and hydro-seeding by the following week.

Ribbon Cutting Ceremony will be held on Tuesday, August 23 at 7:30pm.

Expo-Ice Center Month Events; Expo Grounds Update

Krizek reported on the upcoming events.

Adjournment

Motion was made by Newberg, seconded by Plate to adjourn at 8:07pm. Motion carried unanimously.

Minutes taken by Krizek

Signed by Sleik