

# MINUTES of EXPO-ICE CENTER BOARD MEETING

Held Wednesday, June 5, 2019

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

**Present:** D. Pollen L. Taylor, J. Janowski, R. Voss, D. Gauger, B. Cavanaugh, K. Behnke, J. Hawig, M. Lentz, M. Plate, D. Newberg, R. Zipperer, K. Potter, J. Zipperer, R. Kohlbeck, B. Herr

**County Board  
Supervisors  
Present:**

**Absent & Excused:** J. Vetting, B. Blatz, M. Bratt, T. Dvorak, D. Fitzgerald  
**Absent:**

## Pledge of Allegiance

**Called to Order** Meeting called to order – 7:04pm.

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

**Public Comment** Vice Board Chair called for public comment three times. No public comment given.

## Review & Act on Subcommittee Recommendations:

### A. Finance Subcommittee

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

### B. Operations Subcommittee

1. **Market Animal Committee Meeting Update; Ice Center Operations Update; Working Group Updates-Talent Show Competition, Brew Competition, Dairy Cattle (Ice Center) Show Ring, Education & Outreach, Fairest of the Fair, Battle of the Fire Departments**

The following were reported on:

- Market Animal Committee Meeting – inclusion of small animal auction with the market animal auction.
- Ice Center Operations – new president and vice president. Obtaining bid for flooring.
- Brew Competition – August 17 is the event and set up on August 16.
- Dairy Cattle – staff to send out spreadsheet.
- Education and Outreach – Dvorak to work on spreadsheet.
- Fairest of Fair – Meeting held on Monday. Event to be scheduled on October 5 at UW Green Bay Manitowoc at 6:30pm. July 15 applications go live with deadline in September. Place banner to advertise deadline.
- Battle of the Fire Departments – met in May with Fire Department Association. Four events scheduled and next meeting is July 8 at 5:30pm.
- Pollen noted that of the nine people on the Operations subcommittee, there are four members not actively participating in a working group.

### C. Entertainment/Vendors Subcommittee:

1. **Layout Review – June 12 at 5:30pm; Outdoor Vendor Application Update**

Voss reported on the following:

- Meeting set to review layout on June 12 at 5:30pm.
- Outdoor vendor applications will need to be reviewed again to fill in vacancies.

**D. Parking/Security Subcommittee:**

**1. Trailer Parking; Overall Customer Parking; Parking Lot Staffing Requirements; Parking Lot Layout and Marking**

Plate reported on the following:

- Options for trailer parking.
- Working on signage.
- Shuttle bus route, days and hours.
- Explorers group to assist with parking on Friday and Saturday from 4pm to 8pm.
- Paint Striper – recommend approval to purchase \$3,000 paint striper including paint.
- Mailer to be sent out to past parkers thanking the parkers and seeking assistance for this year's fair.

Motion was made by Plate, seconded by Lisa to approve the committee report and recommendation. Motion carried unanimously.

**Review, Discussion and Possible Action on 2019 Fair Matters**

**A. Board Member Fair Camping**

Reminder to inform staff of fair camping which includes Taylor, Hawig, Voss, Behnke, and Newberg.

**B. Billboard – Judges**

Janowski, J. Zipperer, Pollen and staff will reach out to the 4-H office will judge for this year's Billboard competition.

**C. Gift Cards – Tractor Pull**

Motion was made by Taylor, seconded by Gauger to approve the Tractor Pull gift cards totaling \$200. Motion carried unanimously.

**D. Fair Update**

Following were discussed:

- Fireworks on Wednesday with flag ceremony and A Touch of Harmony.
- Polka Pavilion tent – seeking a group to run the tent due to AMVETS Post 99 declining to run the tent. Potential to have the Ant Hill Mob staff the tent.

**Comptroller's Financial Report – Review; Capital Projects Update**

Neuser reported on the Financial Report and the Capital Budget report provided in the board packet.

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

**A. WI Association of Fairs Conference – January 5-8, 2020**

Signup sheet was distributed.

**B. Breakfast on the Farm**

Signup sheet was distributed.

**C. Expo-Ice Center Month Events; Expo Grounds Update**

Shelton gave a report on the upcoming events including the future State Dartball tournament.

**Adjournment**

Motion was made by R. Zipperer, seconded by Hawig to adjourn at 7:45pm. Motion carried unanimously.

Minutes taken by Shelton

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Signed by Bratt