



## MINUTES OF MEETING

**COMMITTEE:** Oneida County Fair Planning Team

**PLACE:** Curran Professional Park –Basement Conference Room,  
315 S. Oneida Avenue, Rhineland

**DATE:** February 7, 2012

**TIME:** 6:05 pm

**Committee Members Present:** Tina Werres, Craig Mandli, Mark Pelletier, Eric Britton, Nancy Gehrig, Tom Peterson, Theresa Seabloom, Michelle Wich, Julie Holperin, Erica Brewster and Bev Nichols.

**Excused:** Jim Perlberg

**Absent:** Denise Rheaume-Brand

**Others Present:** Erica Brewster

### MINUTES:

1. **Call to Order and President's Announcements.** The meeting was called to order at 6:05 pm by President Craig Mandli. The meeting was properly noticed and the facility is handicap accessible. There were no president's announcements. The following meetings will begin at 5:30 pm on the first Tuesday of every month.
2. **Approve Agenda for Today's Meeting.** Mark Pelletier made the motion to approve the agenda with the order of agenda items at the discretion of the Vice President; seconded by Tom Peterson. Motion carried.
3. **Approve Minutes of January 12, 2012.** Eric Britton made the motion to approve the minutes; seconded by Michelle Wish. Motion carried. Craig Mandli abstained due to his absence.
4. **New Members.** Bev Nichols and Julie Holperin passed the background check and have been approved by the Ag Committee for membership to the Oneida County Fair Planning Committee at last month's meeting. The committee members all briefly introduced themselves. Bev Nichols will team-lead the new Hungry Hollow area; Julie Holperin will team-lead all floral and landscaping additions and arrangements. Tina Werres noted that there is still three more openings on the committee and encouraged members to invite others.

Erica Brewster introduced herself as the UW Extension's new permanent Department Head and will be the go-to person to take Dan Kuzlik's place. She teaches Family Living at the Extension office.

### 5. Administrative Reports

**Changes to Operational Guidelines to establish Executive Committee:** Tina introduced the need of an Executive Committee to call upon when a quorum is needed to make financial decisions to expedite payments, etc. to persons/agents – those involved with the fair. Following discussion and the knowledge of the long process to go through for monies to be paid out, it was decided to set up a 5-person committee to meet, with a quorum of three, to make decisions in those instances. A motion was made by Craig Mandli; seconded by Michelle Wich, to rewrite the guidelines to set this decision in place. Motion carried.

**Fair Positions:** Tina Werres announced that Sue Glentz is now the Secretary to the Planning Committee. This is a paid position and Sue will be working full days on Tuesdays with Tina. Tom Peterson agreed to be Treasurer and Theresa Seabloom agreed to be Recording Secretary and record the minutes at each meeting, both volunteer positions. A motion was made by Nancy Gehrig to accept these positions and Craig Mandli seconded the motion. Motion carried.

**Financial Report and Expenses:** Tom Peterson will be working with Kerri to update and manage the Expense Report. At this time Tom reported expenses of \$225.00 to Press Xpress, \$179.82 for Tina's mileage to the Wisconsin Dells Fair Conference, and a newly established office Petty Cash account for \$100.00 (kept at UWEXT). Total is \$504.82. Motion was made by Mark Pelletier, seconded by Nancy Gehrig to accept this. Motion carried.

**2012 Budget:** There was no budget published to discuss.

**Approval of Contracts:** 2012 fair contracts to be approved by the Ag Committee are: Tentatively booked are \$3,000/3 days - Kid Davie for Family Land; \$500 - Peter Sturgis Pony Rides/Petting Zoo for Animal Alley; \$500/1 day - Pedal Pulls for Action Arena, and \$3000/2 acts - The Walker Family for the Big Top Entertainment Stage. Motion was made by Theresa Seabloom, seconded by Craig Mandli, to accept the Peter Sturgis contract, the others are pending approval and contract signing.

Tina brought up the fact that the contract form for entertainment costing over \$600 is not written up suitably for music acts. It is more applicable for vendors. She will be meeting with Tom Weinich, County Attorney, to draw up a more suitable and user-friendly contract to use for signing entertainment acts. The contract used for the less costly entertainment is very adequate and has been used successfully in the past.

- 6 Correspondence:** A thank-you came from NATH for providing Christmas decorations; a card from Ms Klump of Florence County Fair; and a resignation letter from Sue Glentz from the planning committee so she can work as Secretary to the Planning Committee.

A letter from Jim Winkler announcing he will not be the team leader for the Exhibit Court, but will remain on as leader for the 4H Club. Tina felt that Kathy Winkler, Dawn Olson, Denise Rheume-Brand and Stephanie Schroeder will operate the Exhibit Court without a leader.

Craig received a resignation letter from Leroy Eades to step down from the planning committee and working with the Gaber Electric crew; this being in his best interest. Motion was made by Tom Peterson, seconded by Craig Mandli, to accept this resignation. Motion carried.

- 7. Team Leader Reports:** Theresa Seabloom announced the decision to move the Front Porch stage to be at the opposite end of the main tent so that both stages will be in one area under one roof. This area will now be called the Big Top Entertainment Center. There will be no rental needed for a tent, but we will rent a dance floor this year. No other team reports were made.
- 8. Monthly newsletter report:** Tina Werres requested a brief report from each team leader be submitted a week after each meeting. This will be put into the "Fairly Good News" newsletter, to be used on the fair's Facebook and Web page.
- 9 Fundraisers.** We were reminded of the Fairest Tea Party to be held on February 11<sup>th</sup> at the Bridal Gallerie, downtown Rhinelander. A \$5 charge for tea and cookies along with a raffle and fashion show will be used to benefit the Fairest team.

10. **Upcoming Events:** Tina Werres reported that she has a new list of all the team leaders and members and will e-mail them to the committee. This will also include all meeting times, state and national meetings.
11. **Dates(s) of Future Meetings:** The next meeting will be held on Tuesday, March 6<sup>th</sup> at 5:30 pm at the Curran Professional Building. Future meeting dates to be held on the first Tuesday of every month at 5:30 pm.
12. **Public Comment:** None.
13. **Items to be Included on Next Agenda:** More contracts, budget approval, K&M Carnival contract, McNaughton workers, A-1 Septic.
14. **Adjournment:** Craig Mandli made the motion to adjourn the meeting, seconded by Nancy Gehrig. Motion carried. Meeting ended at 7:37 p.m.

Respectfully submitted,

Theresa Seabloom  
Recording Secretary