



MINUTES OF MEETING

COMMITTEE: Oneida County Fair Planning Team

PLACE: Curran Professional Park – First Floor Conference Room,
315 S. Oneida Avenue, Rhinelanders

DATE: April 3, 2012

TIME: 5:45 pm

Committee Members Present: Tina Werres, Craig Mandli, Eric Britton, Nancy Gehrig, Tom Peterson, Theresa Seabloom, Denise Rheaume-Brand and Jim Perlberg

Excused: Michelle Wich, Julie Holperin, Bev Nichols

Absent:

Others Present:

MINUTES:

1. **Call to Order and President's Announcements.** The meeting was called to order at 5:45 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.** Denise made the motion to approve the agenda; seconded by Eric Britton. Motion carried.
3. **Approve Minutes of March 6, 2012.** Tom Peterson made the motion to approve the minutes; seconded by Nancy Gehrig. Motion carried. Theresa Seabloom and Eric Britton abstained due to their absence.
4. **New Members.** A letter of resignation from Mark Pelletier was read. Mark is having health issues with his neck and is curtailing some of his involvements due to this. He hopes to volunteer some time as the fair nears. Craig made the motion to accept this resignation, seconded by Eric. Tina noted that this leaves the fair committee without a vice-president and also a liaison with the city. We need to seek out a city representative and fill the four open spaces on the board. It was pointed out that we are hoping that a County and an Ag representative will also join the board.

Craig announced he was approached by Kyle Ziber showing interest to be on the fair board. He will follow up on this and also contact WalMart for possible membership.

5. Administrative Reports

New Guidelines: Tina presented the board with a copy of the updated, as of April 3, 2012, OCFPC Guidelines which includes an outline of job descriptions. This form is to be read, discussed and voted on at the May meeting, allowing for change of wording as seen fit and approved.

Budget Report: Tom Peterson provided the current budget reports of the year 2011 and 2012 to-date to be reviewed by the board. He and Kerri worked together using previous reports to come up with the best-guess scenario to go forward keeping track of finances. Motion made by Craig, seconded by Jim Perlberg to approve the budget report. Motion carried.

Approval of Contracts: There were no contracts to approve. There has been no word back from Kid Davie for Family Land at this time. Tina passed around a new draft being worked up by Erica to provide a more suitable and user-friendly contract to use for signing entertainment acts. This needs to be checked over by those involved to **Vote on at may meeting to** finalize for use.

Approval of Expenses: The April Invoices totaled \$754.55 and were reviewed by the board. Motion made by Tom Peterson, seconded by Denise to approve the expense report. Motion carried. The subject of weather insurance in the amount of \$1,200 for the fair was brought up. No discussion or action was taken at this time.

- 6 **Correspondence:** A thank-you came from the Chamber for having a booth at the Home Show at the high school at the cost of \$50.00 and two wrist bands for giveaway. Tina felt it was advantageous as it connected with possible vendors for the fair and volunteers.
7. **Team Leader Reports:** Theresa Seabloom announced that one main stage will be used for entertainment under the main tent called the Big Top Entertainment, freeing up the Front Porch stage to be utilized elsewhere. She reported that the entertainment schedule is now set up, hoping to confirm the acts when the finalized contract is available.

Nancy Gehrig reported that she and Sue Glentz are **making Two** small posters to use to stir up vendors and volunteers for the fair.

Denise reported she received an e-mail from Jim Winkler addressing all the work needed to head up the Exhibit Court which Denise was unaware of and feels it is more than she can be in charge of. Therefore, we need a leader to cover this area and also cover Animal Alley. This also points out the need for all leaders to keep notes of their area procedures to pass on and be of help to future leaders.

Tina informed the committee that Hungry Hollow will proceed with Bev Nichols as leader.

Jim Perlberg reported that with contacts so far, he has received donated rooms from the Claridge, and Sears has donated a gas grill. He is hoping for all free donations this year. **tickets** will need to be made for the presale of raffle .

The Fairest of the Fair committee is very active and doing well. They set up a booth at the Rouman Theatre during a movie called "Mirror, Mirror" to attract girls to sign up to run for Fairest of the Fair.

Tom Peterson reminded the board of the need to replace him on trolley leadership. The fair also needs leadership for the handicap parking and also to acquire better carts.

Eric Britton reported that the night security is all set.

It was acknowledged that cards for the sale of wristbands and for the presale of raffle tickets need to be printed up. Also, thank you cards are available at the fair office to use if needed.

We were informed that all campers are to be parked by the Barnes Street entrance this year except for the **4-H who will camp by their animals.**

8. **Monthly newsletter report:** Tina Werres announced that tools are being used to advertise the fair – the "Fairly Good News" newsletter is being sent out and the fair's Facebook and Web page are getting hits.

- 9 **Fundraisers.** Tina presented the idea if all are willing, of using the brat or corndog hut at Trig's/walmart/holiday to advertise the fair, in lieu of doing the farmer's market. This idea will be looked into.

10. **Upcoming Events:** Tina reported that the Business Expo will be held on April 18 at the Northwoods Banquet Center and she will set up a table looking for volunteers and Fairest of the Fair prospects. There will be a box drawing offering two wrist bands. She would welcome help to man the event.

On June 30th the city of Rhinelander will hold a "block party" which will be a good opportunity to sell wrist bands and raffles. Tina announced a Presale Promo Group consisting of Judy Young and Janice Scheeler who have agreed to take over all aspects of the ticket sales of wrist bands and raffles, (selling, booth sales, money, delivering, etc.).

11. **Dates(s) of Future Meetings:** The next meeting will be held on Tuesday, May 1st 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:** To be e-mailed before the May meeting.

14. **Adjournment:** Eric Britton made a motion to adjourn the meeting, seconded by Nancy Gehrig. Motion carried. Meeting ended at 7:00 p.m.

Respectfully submitted,

Theresa Seabloom
Recording Secretary