



COMMITTEE: Oneida County Fair Planning Team

PLACE: UW-Extension Conference Room, Lower Level, Airport Terminal
3375 Airport Road, Rhinelander, WI 54501

DATE: September 10, 2013

TIME: 5:30 pm

Committee Members Present: Craig Mandli, Nancy Gehrig, Tom Peterson, Denise Rheaume-Brand, Jean Platek, Sue Glentz

Excused: Greg Berard, Leroy Eades, Jim Perlberg,

Absent: Eric Britton, Toni Schickert, Lisa Kuczmariski

Others Present: Theresa Seabloom, Terri Angell, Brian Gehrig, Erica Brewster, Tim Brown, Kathy Silbernagel, Lynn Feldman, Rick Wynn and his 2 sons, Kris and Linda Milbradt (K&M Amusements)

MINUTES:

1. **Call to Order and President's Announcements:** The meeting was called to order at 5:33 pm by Craig Mandli. The meeting was properly noticed and the facility is handicap accessible. There were no president's announcements.
 2. **Approve Agenda for Today's Meeting:** The agenda was approved by Denise, seconded by Jean. Motion carried.
- **Approve Minutes of July 23, 2013:** A motion was made to approve the minutes of July 30 by Tom, seconded by Denise. Motion carried.
 - **Financial Update:** Terri provided a budget report as of 8/30/2013 showing total income of \$64,864.56 and total expense of \$46,140.64, leaving a total profit of \$18,723.92. Not all bills have come in yet. It was noted that included in the expense amount is unemployment still being paid to Tina Werres. Erica thanked Terri for her good job as treasurer and the committee for the impressive results of the fair this year.
It was acknowledged how immense and time consuming the job of coordinator is and the necessity of it being a paid position. Erica provided a detailed budget worksheet which she will use to propose to the County to create a paid part-time position for the fair coordinator. If this proposition would be accepted, it would be offered to Nancy in the hopes she would accept and continue the great work she did as coordinator this year in order to get the same results financially. Both reports can be obtained upon request.
A discussion was held on some expenses: the \$605 on lodging for entertainment; the almost \$2200 for exhibit premiums – who should be paying for this, and can that cost be cut back? It was pointed out by Erica and Denise that the premiums are important and should not be cut back, and acknowledged that the exhibits are growing through Denise's efforts and that is a good thing. Also, Erica pointed out that the cost of entertainment seems to be the only area where expenses could be cut, suggesting this should be looked at and figured out how this could be done. Theresa pointed out that Tom and I are very aware of trying to keep costs down and still get in a variety of good quality entertainment which the public is pleased with so far. This will be kept in mind, however, in hiring bands for next year.
 - **Approve Bills:** A list of the itemized bills was presented to the committee for approval, totaling \$7,049.08 (plus \$26.25 for cards). A motion was made to approve the payment of these bills by Denise, seconded by Jean. Motion carried.

- **Administrative Report:** Nancy thanked EVERYONE for an awesome job done, going over-and-above, on the fair this year. The community is expressing so many positive things about the fair to her. She showed the plaque she received from the Mayor showing appreciation for a job-well-done.
 She informed us the City borrowed pop-up tents and hand dispensers from us to use for the Potato Fest, which she had them sign contracts for. She reported the County is keeping the trolley parked at their River Street garage for us. She pointed out that coming up will be the district meeting in October and the annual convention in January. Nancy pointed out that efforts were made to lower the cost of advertising this year and Northwoods River News played a big part in that. She pointed out that it would be a great help to have others contact prospective sponsors instead of taking up valuable time from the coordinator. She also stated that, due to the fact that the fair is an all-consuming job and that she must become gainfully employed, the fair coordinator must be a paid position for her to consider taking it on again. And, once more, she thanked everyone for stepping up and doing their part to make this a very successful fair.
 - **Review Amusement Contracts:** Kris from K&M Amusements reported positive feedback – attendance and monetary records were increased. The fair reported that everything went well for us also concerning the rides. We upped the cost of pre-sale wristbands to \$12 this year, but Kris suggested going to even \$15 or \$17, and change the contract to state that it could go no higher than \$20. We will use donation boxes at the fair gates to also raise revenue next year. Craig said it made sense to leave the dollar arrangement on the contract the same. The only issue is that we don't have enough rides for the 9-10 year ages, but that is a tough age to fill because of height regulations, etc.
 We are under contract with K&M for 2014. Kris realizes we are a growing fair and they are happy to be with us, hoping to be signed up with us for 2015/16. They stressed they are also growing their company and adding rides. A decision will be made at a later date. K&M will provide carnival posters (60) for us next year.
 - **DRI:** This year the contract for DRI to run the beverage garden was raised to \$1500. We may look at an option for the fair to operate this on our own in the future.
 - **Re-cap 2013 Fair Team:** Nancy reported that Jake Nitzel is interested in joining the committee.
 - **Area Report Updates:**
 Denise reported a conflict with the WPS doors being locked when retrieving exhibits. It was stated WPS changed locks when the door was left open at one point. We will have to figure out storage for exhibits next year and we don't know where the Extension office will be then.
 Theresa reported the new stage we are using from Tom Swearingen needs skirting approximately three feet in depth and it was suggested to call the Northwoods Banquet Center to perhaps borrow from them, and to check with the rental center.
 Sue Glentz pointed out that her involvement with the craft shows/flea markets/vendors generated interest and raised \$2,550 for the fair. However, the amount of time that took along with keeping the website updated, sending press releases, making brochures, etc. was more than she wants to continue doing in the future and help will be needed.
 Brian reported the Oneida Ave road setup this year worked great and should continue next year.
 Tom announced that the banners are basically shot now and suggested they be made 6'x3' instead of 8'x4' next year to be less wind resistant.
- 11. Winners of 2013 Raffle Announced:** Nancy reported the winners were announced at the fair and also put in the newspaper. She commented that a good job was done by Family Land and also the Handicapped Carts. It was agreed that Holly did a great job of announcing events during the fair.
- 12. Ideas and Changes for 2014:** Terri pointed out the need for certificates to be made for the raffle winners. Erica stressed that we should relook at the cost of entertainment for next year. Erica also suggested we set up a meeting to continue the Strategic Planning to address some of the questions and thoughts we have now that the 2013 fair is over. No date was set at this time to do that yet

13. Correspondence (specifically addressed to Committee): Holly turned in her notes taken during the fair involving an entrance sign, putting benches around for seating, and more.

14. Date(s) of Future Meeting(s): The next fair meeting will be at 5:30 pm on Tuesday, October 8th at the UW-Extension conference room in the airport lower level.

15. Public Comment: None.

16. Items to be Included on Next Agenda: An itemized agenda will be provided at the next meeting. On the list will be the discussion of the upcoming 2015-2016 carnival contract with K&M Amusements.

Adjournment: A motion to adjourn the meeting was made by Tom, seconded by Jean. Motion carried. The meeting was adjourned at 7:50 pm.

Respectfully submitted by,
Theresa Seabloom, Secretary