

Central Wisconsin State Fair
Board of Director Minutes
July 17, 2017

ROLL CALL:

Present: Jeff Hartman, Jeremy Carolfi, Sara McFarland (Schmitt), Jeff Viergutz, Scott Karl, Peggy Sue Meyer-Miller, John Hartman (Jr. Fair), Bob Ashbeck (County), Jason Zaleski (City), Dale Christiansen

Excused: Andy Keogh, Tim Heeg, Dave Urban

Public Present: Lisa Blanchard, Michelle Kunding

The meeting of the Central Wisconsin State Fair was called to order at 7:03pm in the Jr. Fair Building at the Central Wisconsin State Fair Grounds.

Jeremy made a motion to approve the minutes and Peggy seconded them. The finance report was presented, there was discussion about grandstand ticket sales and season passes. There was also a discussion about advertising and sponsorship money. Sara motioned to approve the financial report and John seconded the motion.

Dale gave his executive report. He explained that he hired office staff, including that Sam Minch and Jared Heeg has been hired as interns for the summer and Ashley Sayer was hired for the Administrative Secretary position. Dale also explained that the office sent out more vendor contracts to fill the Curling Club building. There have been problems with the website, but Dale assured the board that it would be up and running in 2 weeks. There has also been some challenges with sponsorships due to the time constraint, but Carol Kerper has assisted with the sponsorship packet and letter to help the program.

Lisa gave a Jr. Fair report. Dale was there to introduce himself to the Jr. Fair Board and there was a discussion about FairEntry.

There was no Commission Report.

Old Business:

Sponsorship – A new sponsorship document has been implemented and will be followed for this next coming fair year. Dale also mentioned that there have been discussions with Mr. Bauer from the truck and tractor pull about his potential compensation.

Membership – Jeff welcomed the new members.

New Business:

New Committees – It was discussed that we have committees in place, but don't meet. It was agreed that the committees need to meet on a regular basis again. The new committees consist of

Buildings and Grounds Committee – Dale, Jeff H., Andy, Bob, Scott and Jeremy

Marketing Committee – Dale, Jeff H., Kathy Banks, Jeff V., Peggy Sue, Jason, and Kris Leonard

Executive Committee – Jeff H., Jeremy, Sara, and Andy

Fairest of the Fair Committee – Sara, Peggy Sue, Lisa Blanchard, and Kris Leonard

There was discussion about traffic safety when vehicles are on the grounds, as well as trailer parking.

Meeting Times – After discussion, Bob made a motion to leave the meetings at 7:00pm and Jeremy seconded the motion. The motion passed 9-1. Peggy Sue made a motion to have the meetings on the third Tuesday of the month, and Jeff V. seconded the motion. After discussion, Peggy Sue amended the motion to the second Tuesday of the month and John seconded the amendment. The amendment was passed unanimously. The

motion that our meetings would be held on the second Tuesday of the month at 7:00pm and was unanimously passed.

Mary Gilbertson – Jeff H. explained that Mary quit in May and has 50 hours of vacation pay that has not been paid out. There are no documents describing her benefits. Dale explained that legally, because she quit and did not give 2 weeks notice, we do not have to pay the vacation hours. It was also discussed that Mary was making \$18/hr when the Board of Directors thought she was making \$14/hr. There were questions about how there was a pay increase without the Board's knowledge or how she acquired that amount of vacation. Dale also mentioned that he let Holly go from the office staff. John asked what the amount for Mary's vacation time came out to and Jeff said it was around \$950. John motioned that the Board does not pay Mary's vacation time and Sara seconded the motion. It was unanimously accepted.

Line of Credit – Jeff H. said that he was meeting with the bank for another line of credit for \$50,000-\$60,000. He also mentioned that there has been discussion with Parks & Rec to take back the management of the fair grounds. The budget for this would be \$90,000-\$130,000 a year plus 80% of rental fees. Parks & Rec will still maintain the lawn care, some snow removal and major building repair. There was other discussion about spending and sponsorship. Jeremy made a motion to extend the line of credit and additional \$50,000 and Sara seconded the motion. The motion passed unanimously.

Scott asked about the duration of the positions on the board. Jeff H. explained that they are still looking for documentation regarding the remaining time on the 4 positions. Sara then explained that each new position is a 3 year term and you can serve 3 consecutive 3 year terms, but then will have to be off the Board for 1 year.

Peggy Sue mentioned that her uncle, Ron Meyer, passed away. The Board donated a plant for the funeral service and Peggy Sue said that the family really appreciated it.

Sara made the motion to adjourn and John seconded the motion. The meeting was adjourned at 8:32pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sara McFarland". The signature is written in black ink and is positioned above the typed name.

Sara McFarland (Schmitt)
Central Wisconsin State Fair
Board of Directors Secretary