

## **Jefferson County Fair Park December 1, 2016 | Meeting Minutes**

The Jefferson County Fair Park committee met on Thursday, December 1st at 8:00 a.m. in the Activity Center Conference Room. Present were: (Fair Committee) Blane Poulson, Russell Kutz, Jennifer Hanneman, Matthew Foelker, Ron Buchanan, Kathy Steindorf, Debra Hall-Kind, Fair Park Director David Diestler, Fair Park Supervisor Roger Kylmanen, Marketing/Administrative Assistants Amy Listle and Renee Busshardt, County Administrator Ben Wehmeier and County Board Chairman Jim Schroeder.

A quorum of the Jefferson County Fair Park Committee was present, meeting duly noted and the door open.

### **Review and Approve Agenda**

**Minutes:** A motion was made to accept the minutes of the November 3, 2016 meeting as presented and seconded. Motion carried. New committee members Debra Hall-Kind and Kathy Steindorf abstained.

**Communications:** Christmas card from Regalia and newspaper clipping of the Fairest of the Fair Ann Schroeder in the Watertown Holiday Parade.

**Public Comment:** None

**Financial Report:** The financial report from October 2016 was reviewed.

**Director's Report:** David recapped that he has sent a revised contract and rider for Friday's entertainment for the 2017 Fair. There is an offer pending for a younger country artist for Saturday's fair entertainment. He will continue to look at other artists in case this doesn't pan out. The Fair Park is working with the Land Information office to develop a vendor map that can be updated easily. Nick's Kids Show has been verbally confirmed. Cherry Pie will be the entertainment in the Miller Tent on Thursday night of fair. David stated Winter storage is 85-90% filled. David will continue to work on contacting sponsors.

**Supervisor's Report:** Roger reported indoor winter storage is almost full. There are still some smaller boats and campers coming in. Ott Schweitzer is storing trailers at the Fair Park. The Wisconsin Surplus Auction has ended and items sold totaled \$5,111.01. The Fair Park has acquired a 1-ton dump truck from the Parks Department to replace the truck sold at the auction. The crew is still working on repairing ruts in the grass from the Car Show. Roger reported that the flea market organizer has cancelled the shows for 2017. Roger will continue to work on finding a replacement for these events. MAP committee will donate \$500 toward new outlets for the MAP building. The Fair Park will need to match this amount.

**Office Report:** Amy Listle stated that the office staff has been keeping up on the website along with the JCFP TV ads, radio commercials and social media. 2017 event contracts are being prepared and sent out for signatures. The office has also been managing the winter storage with a total of \$44,970.41 being collected. The office staff has been working with the Finance Department on the new Tyler system. Fairest of the Fair Ann Schroeder has been in holiday parades in the area including Watertown, Fort Atkinson and plans to be in the Helenville and Jefferson parades also. There will be a practice for Jennifer Michel to ready her for convention in January. The Fair Park staff has been signed up for the Wisconsin Association of Fairs convention.

**Next Meeting:** The next meeting was set for January 5, 2017 at 8:00 a.m. in the conference room of the Activity Center.

With no further business, Ron Buchanan made a motion to adjourn the meeting. Matt Foelker seconded. Motion carried. Meeting adjourned at 8:52 a.m.