Fair Park Committee Meeting Minutes Jefferson County

Jefferson County Fair Park Activity Center 503 N. Jackson Avenue Jefferson, WI 53549

Date: Thursday, November 1, 2018

Time: 8:30 am

Committee members: Poulson, Blane (Chair) Hartz, Peter

Lindl, Roger (Vice Chair) Nelan, Conor White, Brandon (Secretary) Hall-Kind, Debra Steindorf, Kathleen

1. Call to order:

The monthly meeting was called to order by Committee Chair Blane Poulson at 8:30 a.m. Committee members Blane Poulson (Chairperson), Brandon White (Secretary), Peter Hartz, Conor Nelan, and Debra Hall-Kind were present. Kathleen Steindorf appeared by phone. Also in attendance was LaVern Georgson (Agriculture Educator - UW Extension). Roger Lindl was not in attendance. No members of the public were present. Blane Poulson was excused at 9:15 a.m. and the meeting was then conducted by Brandon White.

2. Roll call (establish a quorum):

A quorum was established.

3. Certification of compliance with Open Meetings Law:

Brandon White certified compliance with the Open Meetings Law.

4. Approval of the agenda:

The November agenda was reviewed by the committee members. No changes were proposed.

5. Approval of Fair Park Committee minutes:

The October 4, 2018 meeting minutes were unanimously approved.

6. Communications:

Email from Gail Scott, Director/Health Officer, Jefferson County Health Department Thank you card from Terri Kilpin

7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time):

There was no public comment.

8. Review of Community Feedback & Suggestions on Fair Operations:

Kathleen Steindorf reported that there was positive feedback from the open forum and she thought it went great.

9. Discussion and possible action on Marketing Partnerships and Sponsorships:

Amy Listle updated the committee as to the progress of partnerships and sponsorships. No action was needed.

10. Discussion and possible action on Pepsi contract:

Aspects of the proposed contract from Pepsi were discussed.

11. Discussion and possible action on 2019 Fair convention:

It was determined how many Fair committee members wished to attend the upcoming 2019 WAF convention in Wisconsin Dells.

12. Discussion and possible action on the open forum to be held on October 11, 2018:

Blane Poulson and Kathleen Steindorf stated they thought the forum went well. There was a comment that it was thought the newspaper highlighted more of the negative points than the positive points.

13. Discussion and possible action to approve refinishing of Activity Center floor:

Roger Kylmanen gave information obtained as to the bids for refinishing the Activity Center floor. Peter Hartz made a motion that Surf Prep do the work on the Activity Center with the stipulation that the company would have to submit a bid bond. Debra Hall-Kind seconded the motion. The motion passed unanimously.

14. Review of Financial Report:

September 2018 statement of revenues and expenditures was distributed reviewed.

15. Review of Supervisor's Report:

Roger Kylmanen updated the committee as to the projects and events being worked on by the maintenance crew at the Fair Park.

16. Review of Office Report:

Amy Listle updated the committee as to the projects and events being worked on by the office staff at the Fair Park.

17. Discussion and possible action on future meeting schedule and agenda items:

Possible agenda items include: Pepsi contract.

18. Adjournment:

Peter Hartz made a motion to adjourn at 9:33 a.m., seconded by Conor Nelan. The motion passed unanimously.

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at 8:30 a.m. on the 1st Thursday of the month:

December 6, 2018 January 3, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.