

## **Fair Advisory Board**

### **MINUTES**

Wednesday, May 28, 2025

7:00 p.m.

#### **1. Call to Order**

- Gefvert called the meeting to order at 7:03 PM.

#### **2. Roll Call**

- Members present: Dave Zimmerman, Brad Gefvert, Heather Reu, Jerry Wilcenski, Kevin Doherty, Jessica Hansen, Joy Brattlie, Ryan Isaacsen, Angie Greving
- Members present virtually: Leah Mindemann, Lindsay Baneck, Tracy Brandel
- Others present: Becky Roberts, Sammy Garvey, Hanna Brattlie, Cindy Incha, Elli Incha, three unnamed members of the public

#### **3. Certification of Compliance with Open Meetings Law**

- Gefvert confirmed compliance with the Open Meetings Law.

#### **4. Review and Approval of Minutes from April 23, 2025**

- Doherty moved to approve; Brattlie seconded. April 23<sup>rd</sup> minutes approved.

#### **5. Public Comment(s)**

- Hanna Brattlie introduced herself as the 2025 Fairest of the Fair. She noted her availability for community events and encouraged contact through the Fair website.

#### **6. Review of May 8 Fair Park Committee Meeting**

- Roberts summarized topics discussed at the Committee Meeting: yard sign distribution, exhibit entry deadlines (May 23), Sensory and Food Pantry Days at the Fair, and updates on the Goat Barn roof, which will be repaired in August.
- Also sited that work is underway on a multi-year safety and security improvement plan, pending Finance Committee approval.

#### **7. Discussion on 2025 Fair Planning Items**

##### **Committee Updates**

- Auction
  1. No new motions. Sponsorships continue to come in.
- Farmer's Olympics
  1. Wilcenski reported sign-ups are open and promoted through 4-H channels.
  2. He is seeking materials for the games such as five wheelbarrows and materials to build five lumber T's.

##### **Other Planning Updates**

- Progress on Awards
  1. Garvey confirmed all animal awards were finalized as of May 28.
- Vendor Status
  1. Roberts shared that vendors who haven't yet heard from the Fair will be contacted by Saturday May 31st.
- Sponsor Status
  1. Roberts stated that several large sponsorships are in transition. Work continues to adjust to changes and maintain support.
- Volunteer Support Needs
  1. **Vendor Support Ambassador**

1. Looking for leaders to assist office staff with vendor coordination at the Fair Park on Monday and Tuesday (July 7–8).
2. **EXPO Building Ambassador**
  1. Volunteers are needed to help set up the Expo Building prior to Fair.
3. **Judging Day Support Teams**
  1. Roles include check-in support, t-shirt distribution, directing exhibitors, and general logistics for judging day on June 29<sup>th</sup>.

## 8. Old Business

- Staffing Efforts
  1. Roberts encouraged members to visit the Fair website for job descriptions and applications.
  2. Interviews will begin June 3. About 45 applications have been received so far.
- Poultry Processing
  1. Brattlie reported she is finalizing arrangements with the new poultry processor.
- Weather Insurance
  1. Isaacsen inquired about rain insurance. Roberts is reviewing 14 proposals and explained that insurance can be secured closer to Fair dates.

## 9. New Business

- Goat Pen Status
  1. Garvey shared that new pens are in production and will be arriving soon.
- Marketing Items
  1. **Yard Signs**
    1. Only a few remain—members are encouraged to pick some up to distribute.
  2. **Program Books**
    1. Books with details and schedules for the Fair arrived on May 27. Members are asked to assist with distribution to chambers, banks, and other community locations. A total of 15,000 were printed.
  3. **Posters**
    1. Posters are available and should be distributed alongside the program books.
- Breakfast on the Farm
  1. Roberts announced that Breakfast on the Farm will be held at Kutz Dairy on June 28, from 7–11 AM. Tickets are available at the Fair Park Office or online.

## 10. Next Meeting

- The next meeting is scheduled for **Wednesday, July 23 at 7:00 PM** at the Fair Park.
  1. Note: There will be no June meeting due to scheduling conflicts.

## 11. Adjournment

- Hansen moved to adjourn; Isaacsen seconded. Gefvert adjourned the meeting.

Respectfully submitted,

**Sammy Garvey**

Fair Coordinator

Jefferson County Fair Park