

## **Jefferson County Fair Park June 2, 2016 | Meeting Minutes**

The Jefferson County Fair Park committee met on Thursday, June 2nd 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, County Administrator Ben Wenheimer, Fair Park Director David Diestler, Marketing/Administrative Assistants Amy Listle and Renee Busshardt.

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 by Ron Buchanan to accept the minutes of the May 5, 2016 meeting as presented, seconded by Russell Kutz. Motion carried.

**Communications:** A card from Humane Society of Jefferson County Furry Friends 5k run/walk was passed around.

**Public Comment:** None.

**Discussion and possible action to amend the County Parking Ordinance:** County Administrator Ben Wenheimer updated the committee as to the parking ordinance changes. This was for informational purposes for the committee.

**Discussion and possible action on 2016 & 2017 Fee Schedule:** Fair Park Director informed the committee that certain fees that had already been charged were added to the schedule so to have a guideline to follow. A discussion was had as to the Fair Promotions and the fees associated with the promotions. Ron Buchanan suggested having a Senior Citizens day at the fair. A motion to table the discussion as to the fee schedule to the next meeting was made by Ron Buchanan and seconded by Jennifer Hanneman. The motion was passed.

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

**Director's Report:** David reported the new website was up and running but work on the new website will continue. A military band will play at the fair and he is still recruiting local talent such as gymnastic, dance, karate groups. David added that the hiring process for summer and fair help continues. A caretaker couple has been hired and will start on June 10, 2016. David also added that Fair Park supervisor Roger Kylmanen will be off approximately 2 to 4 weeks due to medical reasons.

**Supervisor's Report:** None

**Office Report:** Amy Listle reported the office has and is assisting David to get the new website launched and updated. Junior Fair Entries are closed and Open/Senior entries are open and will close after June 17, 2016. The 7 Fairest of the Fair contestants along with the current Fairest and Wisconsin State Fairest attended the Jefferson County Dairy breakfast. All of the Fairests/Contestants greeted Dairy Breakfast attendees, distributed promotional items, did radio interviews and worked at various stations. Working to finalize vendor contracts and Judges for Fair Week. There is a Superintendent's Meeting scheduled for June 14, 2016 in the activity center. There will be two sessions to accommodate schedules, one being at 11:00 a.m. and the other at 6:00 p.m. Mikayla Kind was hired as the summer office assistant and began on May 23, 2016.

**Next Meeting:** The committee determined there is a need for another meeting before Fair. This meeting was set for June 29, 2016 at 8:00 a.m. in the conference room of the Activity Center. Also set were Fair Week meetings from July 6-10 outside the front gate off Jackson Ave and Puerner Street at 2:00 p.m. each day of the Fair.

With no further business, Jennifer Hanneman made a motion to adjourn the meeting. Matt Foelker seconded. Motion carried. Meeting adjourned at 8:54 a.m.