

Approved

**Pierce County Fair Committee Meeting
County Board Room – Pierce County Courthouse
January 21, 2009 4:30 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:30 p.m. Other Committee members present were Dan Reis, Don Rohl, Bob Traynor & Bill Gilles. Nikki Shonoiki was absent. Ann Webb was also present. Jim Klaas from the Ellsworth Funsters, Roger & Peggy Nelson, Scott & Joanne Gulbranson, Scott & Joanne Hines, Sandee Coughlin & Raynee Farrell from Ellsworth Chamber of Commerce were also in attendance.

Approved printed agenda – A motion by D. Rohl/B. Gilles to approve printed agenda. Motion carried.

Public Comment –There was none.

Review/approve minutes of November 19, 2008 meeting – A motion by D. Rohl/D. Reis to approve the minutes as presented. Motion carried.

Discuss/take action on attendance to e-coli workshop – A motion by D. Reis/B. Traynor to approve the coordinators attendance on January 16th for a cost of \$75.00. Motion carried.

Discuss/take action on booked 2009 Fair entertainment – A. Webb presented the committee with a current list of proposed entertainment. A motion by B. Traynor/D. Rohl to approve the list of booked entertainment to date. Motion carried.

Discuss/take action on Ellsworth Cheese Curd Festival contract – Festival indicated that they would not be doing the lawn mower races but were still interested in a carnival. A. Webb presented the committee with the two carnival providers information received from the festival. The chamber members stated the carnival would only be on Saturday/Sunday and would only be “kiddie” rides. Chamber also indicated they would like to rent the grounds from 6 p.m. Thursday and end at 6:00 p.m. on Sunday instead of starting on Friday and going late into the night on Sunday. It would equal out to the same amount of time. A lengthy discussion ensued concerning the contract terms and conditions. Motion by R. Traynor/D. Reis to approve the 2009 contract with the stipulations that a carnival would be allowed for 6 “kiddie” rides only on a one year trail basis and the three day rate would apply to the grounds rental charge. Motion carried.

Agenda item #9–Fairground bond projects was moved ahead of agenda item #8–Demo Derby contract.

Discuss/take action on fairgrounds bond projects – D. Reis shared the projected bid dates from letting to awarding on the bleacher project. No new information available on exhibit building. No action necessary.

Discuss/take action on Ellsworth Funsters Demo Derby contract - Motion by D. Rohl/B. Traynor to approve the Demo Derby contract as presented. Note was made of the new PA wiring that was paid for by the Funsters last summer in the track area of the grandstand.

Approved

Closed Session – agenda item 10 and Open Session – agenda item 11 – Motion by B. Traynor/B. Gilles to defer action until February meeting. Motion carried.

Coordinator report – A. Webb reported on attendance to State Convention and e-coli workshop.

Future Agenda Items – 1) Coordinator evaluation and 2009 coordinator goals.

Set next meeting date – Next Fair Committee Meeting will be on Wednesday, February 18, 2009 at 4:30 p.m. in County Board Room.

Adjourn – Motion by D. Reis/D. Rohl to adjourn the meeting at 6:05 p.m. Motion carried.

**Pierce County Fair Committee Meeting
County Board Room – Pierce County Courthouse
February 18, 2009 4:30 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:34 p.m. Other Committee members present were Dan Reis, Don Rohl, Bob Traynor & Bill Gilles. Nikki Shonoiki was absent. Ann Webb was also present.

Approved printed agenda – A motion by B. Traynor/D. Rohl to approve printed agenda. Motion carried.

Public Comment – There was none.

Review/approve minutes of January 21, 2009 meeting – A motion by D. Reis//D. Rohl to approve the minutes as presented. Motion carried.

Discuss/take action on additional booked 2009 Fair entertainment – A. Webb requested approval of the St. Croix County 4-H Show Choir for \$250. for two 45 minute shows for Friday, August 14th. A motion by D. Reis/B. Traynor to approve additional booked entertainment. Motion carried.

Discuss/take action on 2009 Fair coordinator goals – Coordinator goals were discussed. Goals will stay the same as 2008 goals. No action necessary, it will be handled in performance review.

Discuss/take action on attendance to District 2 spring meeting in Eau Claire on April 22 – Motion by B. Traynor/B. Gilles to approve two people to attend the meeting. Motion carried.

Discuss/take action on fairgrounds bond projects – D. Reis stated grandstand bids will be opened on February 19 at 2:00 p.m. and consideration and potential awarding of bids will be done on February 25th at 9:30 am. No new information available on exhibit building. No action necessary.

Coordinator report – Coordinator indicated that the Fair Office will be moving out to the Seyforth Building in early March.

Closed Session – Fair Coordinator annual performance review – Motion by D. Rohl/B. Gilles to convene into closed session at 5:19 p.m. Roll call vote carried with all members in favor.

Return to Open Session – Committee returned to open session at 5:35 p.m. Motion by B. Gilles/D. Rohl to issue the Fair Coordinator a meets standards plus review and authorize the step increase based on her performance. Motion carried.

Future Agenda Items – none

Set next meeting date – No meeting date was set for March or April. Coordinator was directed as a need arises for a meeting to inform the committee and a date would be set. Future meetings will be held at the Seyforth Building at the Fairgrounds.

Adjourn – Motion by B. Gilles/D. Rohl to adjourn the meeting at 5:40 p.m. Motion carried.

**Pierce County Fair Committee Meeting
Pierce County Fairgrounds – Seyforth Building
May 20, 2009 4:00 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:05 p.m. Other Committee members present were Bob Traynor, Dan Reis and Don Rohl. Nikki Shonoiki was absent. Ann Webb, Ginny Huber, Myanna Lansing, Ken Hines, Gina Elich and Tom Maier from Coca-Cola were also present.

Approved printed agenda – A motion by D. Rohl/B. Traynor to approve printed agenda. Motion carried.

Review/approve minutes of February 18, 2009 meeting – A motion by B. Traynor/D. Rohl to approve the minutes as presented. Motion carried.

Public Comment – There was none.

Discuss/take action on additional booked 2009 Fair entertainment – Motion by D. Reis/D. Rohl to have Steve Russell, comic/juggler added as entertainment for the 2009 Fair. Motion carried.

Discuss/take action on beverage provider for Fair – Coordinator Webb presented Pepsi beverage proposal submitted by Jeff Larson, Pepsi. Gina Elich and Tom Maier presented Coca-Cola beverage proposal. Discussed and compared the beverage provider proposal components. (Pepsi and Coca-Cola). Motion by B. Traynor/D. Rohl to have Coca-Cola be the beverage provider for the 2009 Fair. Motion carried.

Discuss/take action on special events insurance coverage for Fair – Coordinator Webb reviewed quotes from companies for special events insurance coverage for Fair. Motion by D. Rohl/B. Traynor to obtain special events insurance coverage for the 2009 Fair with West Bend Mutual (Hayward Insurance) for \$915, contingent upon the need for Finance and Personnel Committee approval. Motion carried.

Discuss/take action on reviewing Articles of Incorporation and bi-laws for Pierce County Friends of the Fair, Inc. and amendments thereto, if necessary – Motion by J. Kosin/B. Traynor to table Pierce County Friends of the Fair, Inc., discussion until June 24, 2009 meeting when Brad Lawrence or Jason Fey will be asked to attend to answer some preliminary questions concerning the foundation. Motion carried.

Discuss/take action on fairgrounds bond projects – D. Reis stated the grandstand is on schedule and will be completed by the May 29, 2009 deadline. Track lighting being pursued before June 5th event.

Coordinator report – Coordinator Webb informed committee that 1) Fair Office is now housed in the Seyforth Building; 2) Myanna Lansing, summer intern is now on board; 3) update on motocross donations and dirt moving bids received to date; 4) Coordinator Webb and Secretary Huber attended April 22nd Eau Claire Spring District meeting; 5) Pierce County Fair hosting October 7th fall District meeting; 6) Coordinator Webb and Intern Lansing will participate in Prescott's Freedom Park's Kickoff the Summer Celebration; 10) 2009/2010 Fair Book now published and available; 11) Motocross date is July 31 and Fair dates August 13-16th; 12) KCUE will have live broadcast at a fair booth; 13) exploring bill board on I-94 (Woodbury/Hudson).

Future Agenda Items – Pierce County Friends of the Fair, Inc. contingent that a representative from Corporation Counsel is available to attend June 24th meeting.

Set next meeting date – Confirmed next Fair Committee meeting will be on Wednesday, June 24th, 4:00 p.m., Seyforth Building.

Adjourn – Motion by D. Rohl/B. Traynor to adjourn the meeting at 5:40 p.m. Motion carried.

**Pierce County Fair Committee Meeting
Pierce County Fairgrounds – Seyforth Building
July 20, 2009 4:00 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:35 p.m. Other Committee members present were Bob Traynor, Jeff Holst and Don Rohl. Nikki Shonoiki was absent. Dan Reis was excused. Ann Webb, Ginny Huber, Myanna Lansing, Ken Hines, Frank Ginther and Jason Fey were also present.

Approved printed agenda – A motion by D. Rohl/B. Traynor to approve printed agenda. Motion carried.

Public Comment – There was none.

Review/approve minutes of May 20, 2009 meeting – Deferred approval of May 20, 2009 meeting minutes until September 14, 2009 meeting date due to a lack of quorum of Pierce County Fair Committee members.

Discuss/take action on reviewing Articles of Incorporation and bi-laws for Pierce County Friends of the Fair, Inc. and amendments thereto, if necessary – Jason Fey presented and reviewed historical information and correspondence concerning Friends of the Fair Foundation and 501(C)(3) Non-Profit Guide. Action deferred to future meeting date.

Update on Fair bond projects – Fair Coordinator informed the Committee that the grandstand has been completed.

Coordinator report – Reviewed: 1) Motocross donations. 2) Volunteer workers welcome for Motocross, July 31st, 5:30 p.m. 3) New livestock pens being picked up this week by Livestock Committee. 4) Grandstand lighting in place. P.A. in place soon. 5) Attendance at Prescott Kickoff the Summer Celebration event.

Future Agenda Items – 1) 2010 Budget. 2) Post Fair Report.

Set next meeting date – Confirmed next Fair Committee meeting will be on Monday, September 14, 2009, 4:00 p.m., Seyforth Building.

Adjourn – Motion by D. Rohl/B. Traynor to adjourn the meeting at – 5:50 p.m. Motion carried.

**Pierce County Fair Committee Meeting
Pierce County Fairgrounds – Seyforth Building
September 14, 2009 4:00 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:01 p.m. Other Committee members present were Bob Traynor, Jeff Holst, Don Rohl and Dan Reis. Nikki Shonoiki was excused. Ann Webb, Ginny Huber, and Brian Hines were also present.

Approved printed agenda – A motion by J. Holst/D. Rohl to approve printed agenda. Motion carried.

Public Comment – There was none.

Review/approve minutes of May 20, 2009 meeting – A motion by B. Traynor/D. Rohl to approve the minutes as presented. J. Holst abstained. Motion carried.

Review/approve minutes of July 20, 2009 meeting – A motion by D. Rohl/B. Traynor to approve the minutes as presented. D. Reis abstained. Motion carried.

Discuss/take action on Ellsworth Funsters follow up on Demo Derby contract – B. Hines reviewed results of 2009 Demo Derby. No action necessary.

Coordinator report – Reviewed: 1) 2009 Fair results. 2) Fall District meeting. 3) Friends of the Fair letter. 4) EMT needs for future fairs.

Discuss/take action on 2010 Fair budget – Coordinator reviewed 2010 budget and revenue projection figures. A motion by J. Holst/D. Reis to approve 2010 budget as presented. Motion carried.

Discuss/take action on attendance to State Convention in Wisconsin Dells on January 10-13, 2010 – A motion by B. Traynor/D. Reis to approve attendance for three people, three nights, two rooms with additional attendees a possibility. Motion carried.

Discuss/take action on 2010 Fair events – A motion by J. Holst/B. Traynor to give Fair Coordinator approval to book 2010 Fair entertainment. Motion carried.

Future Agenda Items – 1) 2010 Fairgrounds contracts. 2) Rentals, fair/non-fair time. 3) Annual lease possibilities.

Set next meeting date – Confirmed next Fair Committee meeting will be on Wednesday, October 21, 2009, 4:00 p.m., Seyforth Building.

Adjourn – Motion by J. Holst/D. Reis to adjourn the meeting at – 5:30 p.m. Motion carried.

**Pierce County Fair Committee Meeting
Pierce County Fairgrounds – Seyforth Building
October 21, 2009 4:00 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:02 p.m. Other Committee members present were Bob Traynor, Don Rohl and Dan Reis. Jeff Holst and Nikki Shonoiki were absent. Ann Webb & Teresa Hamilton were also present.

Approved printed agenda – A motion by D. Rohl/D. Reis to approve printed agenda. Motion carried.

Public Comment – There was none.

Review/approve minutes of September 14, 2009 meeting – A motion by D. Reis/B. Traynor to approve the minutes as presented. Motion carried.

Discuss/take action on Ellsworth Chamber/Cheese Curd Festival – No Chamber members present, item deferred to November meeting.

Discuss/take action on 2010 Fairgrounds rental rates – Two possible 2010 rental rates were reviewed by the committee. Webb asked if we should include rental options for the press box and PA system contained in the press box since those are new additions to the Fair since last year. After a discussion, committee requested that Webb communicate with Bluhm Enterprises who did the installation of the PA system as to issues revolving around renting out our equipment to non-fair events and provide this to the building committee for review. Motion by D. Reis/B. Traynor to recommend to the Building Committee the rounded 2010 rates as presented and review adding press box & PA to the rental schedule. Motion carried.

Discuss/take action on non-fair time contracts – A. Webb indicated that she had been working with Brad Lawrence concerning the non-fair time contracts (Ellsworth FFA Alumni, Cheese Curd Festival, Polka Fest & Beldenville Old Car Club). Contracts are basically the same with a clarification to a procedure to follow if permanent food stands are opened during the non-fair time event. Motion by D. Reis/B. Traynor to approve coordinator Webb to negotiate these contracts after approval of 2010 rental rates by the Building Committee. Motion carried.

Discuss/take action on annual lease possibilities of food stand – D. Reis advised the Fair Committee that the building committee would like coordinator Webb's input on this. Many options and possibilities were discussed and Webb will put together a proposal of items to consider and get it back to the building & fair committees. Item deferred to November meeting.

Coordinator report – Reviewed: 1) Fall District meeting was held at the Fairgrounds and it was a success. 2) Webb is working on Farm Technology Days items and also worked at the FTD Fall Festival. 3) Dan Reis reported to the committee that FTD parking committee will be using the Fairgrounds as off site parking. Also the youth committee for FTD has requested the use of all tables and chairs that the Fair has. Discussion on both of these items were held at the October building committee meeting and accepted.

Future Agenda Items – 1) Annual lease possibilities. 2) Ellsworth Chamber. 3) ATM figures.

Set next meeting date – Confirmed next Fair Committee meeting will be on Monday, November 30, 2009, 4:00 p.m., Seyforth Building.

Adjourn – Motion by B. Traynor/D. Rohl to adjourn the meeting at – 5:25 p.m. Motion carried.

**Pierce County Fair Committee Meeting
Pierce County Fairgrounds – Seyforth Building
November 30, 2009 4:00 p.m.**

Call to Order – The meeting was called to order by Chairperson Jerry Kosin at 4:00 p.m. Other Committee members present were Bob Traynor, Don Rohl, Dan Reis and Greg Place. Jeff Holst was excused. Ann Webb, Sue Galoff, Raynee Farrell, Milt Helmer & Peggy Nelson were also present.

Approved printed agenda – A motion by D. Rohl/D. Reis to approve printed agenda. Motion carried.

Public Comment – There was none.

Review/approve minutes of October 21, 2009 meeting – A motion by D. Reis/B. Traynor to approve the minutes as presented. Motion carried.

Discuss/take action on Public Health’s request for Clinic Site Memorandum of Understanding – Memorandum of Understanding had been provided earlier to the committee for review. S. Galoff gave a brief overview of the purpose of this agreement. J. Kosin requested an understanding that when other large events such as the fair are utilizing the Seyforth Building, that this building would be unavailable. S. Galoff agreed that this is the understanding and that within Ellsworth they have other memorandum of understandings for other buildings that could be utilized. Motion by D. Reis/D. Rohl to recommend to the Building Committee this Memorandum of Understanding with Public Health. Motion carried.

Discuss/take action on Ellsworth Chamber/Cheese Curd Festival – R. Farrell on behalf of the Chamber asked for clarification on food stand fees, billables after the event, and possible workers for the Cheese Curd Festival. Lists of tentative events were discussed and R. Farrell stated that the list of possible events would probably not happen. Action on offering a contract was deferred to the January 2010 meeting as the Chamber has not yet determined the number of days of their event. R. Farrell is to get back to the committee prior to the January meeting with a more finalized plan.

Discuss/take action on annual lease possibilities of food stand – D. Reis updated the committee on what had been discussed at the November Building Committee meeting. The possibility of leasing out the food stand has been put on hold until more information can be confirmed with the state as to if the requirement of new bathrooms needs to be fulfilled.

Coordinator report – A. Webb welcomed G. Place to the Fair Committee to replace N. Shonoiki. A. Webb reminded the committee that the Fair office will be attending the State Convention in January.

Future Agenda Items – Ellsworth Chamber – Cheese Curd Festival

Set next meeting date – Next Fair Committee meeting will be on Wednesday, January 20, 2010 at 4:00 p.m., Seyforth Building.

Adjourn – Motion by D. Reis/D. Rohl to adjourn the meeting at 5:05 p.m. Motion carried.