

Langlade County Fairgrounds Promotional Committee Minutes

Date of Meeting: March 22, 2017 at 4:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

Members Present: Chairman Bob Benishek, Jack Anderson
Shane Lund.

Members Absent: Angie Close, Rhonda Klement

Others Present: Bradley Royce, Robin Stowe, and Pam Jankowski.

Agenda Item #1 Call the Meeting to Order: The meeting was called to order by Chairman Bob Benishek at 4:31p.m. in the Conference Room, Forestry Office.

Agenda Item #2 Pledge of Allegiance: The Pledge of Allegiance was recited.

Agenda Item #3 Approve the Minutes of the February 15, 2017 meeting: Motion to approve the minutes by Shane Lund, Seconded by Jack Anderson, all ayes, Motion carried.

Agenda Item #4 Recognition of others present and public comments on agenda items or to request an item be added to a future agenda: Bradley Royce recognized.

Agenda Item #5 Review and approve Revised Sanitation Policy for the Display of Animals. Robin Stowe reviews revised policy with the Committee. (See attached) Motion to accept policy by Anderson, Seconded by Lund, all ayes, Motion Carried.

Agenda Item #6 Update on Overnight Camping and compliance with State Statute. According to the State Statute, two restrooms are to be provided on-site. Due to the sporadic nature of the Overnight Camping it is not feasible to utilize the restrooms in the Multi Purpose Building. Portable Toilets have been researched and the average cost of those would be \$80 per week, (one for female and one for male) this would cost approximately \$1,600 for the season. The Committee will research other options with reference to this being a “rest stop” instead of a campground. This will be put on the next agenda and Tom Lazars from Veterans Memorial Park will be invited to the next meeting.

a. Overnight Horse Camping: Not Discussed.

Agenda Item #7 Update on discussion of renovations of the racetrack: The Public Property Committee has approved letting Jim Fleischman research reducing the size of the racetrack to a 3/8 mile track. Bradley Royce explained a preliminary idea of moving the horse arena to the far north of the area and to move the track inside on the north end to create the smaller track. He did share some concerns regarding the horse events using the tower for announcing, with the move they may have to come up with an alternative. Discussion only.

Agenda Item #8 Discuss press release regarding the racetrack for the Newspaper: Stowe presents Press Release drafted to publish in local papers and at other racetracks.

Agenda Item # 9 New User Introduction – Stock Car Racing Event: Bradley Royce presented information on a racing event he would like to hold on July 14, 2017. He is donating a portion of the proceeds to the Relay for Life Organization. If this event is a success, he would like to bring races here more frequently. This race is a few weeks before the Fair and will also help with prepping the track for the Sprint Car Races. Due to this being for a non-profit organization and promoting racing events back to our track, he is asking for reduced fees. This race will be leased under Relay for Life; therefore, the rate for the Racetrack, Grandstands & Grounds is \$300.00. Discussion presented. Motion to reduce the rental of the Track, Grandstand & Grounds to \$100.00 with the requirement of promoting the Langlade County Fairgrounds as a contributor. Pay utility, track lighting and restroom fees. Waive the \$500 track deposit with the personal guarantee from Shane Krueger that the track will be put back to pre-race condition. Well Water fees will be paid. This is a one-time reduction for this first race only, by Lund, Seconded by Anderson, all ayes, Motion carried.

Agenda Item #10 Multi Purpose Building Parking Lot Striping: The Public Property Committee has requested Nate Heuss to provide a design of striping the Multi Purpose Parking Lot. Rhonda Klement is not present but does not agree with striping the parking lot. She would prefer funding go towards landscaping instead. This item will be put on the next agenda for an update.

Agenda Item #11 Memorandum – Summary of duties and responsibilities of the Fairgrounds Promotional Committee: Bob Benishek gave an update on discussions regarding the extra duties presented to the Maintenance Staff and Clerical Position from this Committee. Since the commencement of this Committee, additional duties have been added with regard to the Scheduling and Procedures for Events at the Fairgrounds, Winter Storage, The Dump Station, and in the near future Overnight Camping. Maintenance duties are the first responsibility for that department. With marketing and the growth of the Fairgrounds, the Committee hasn't realized the additional duties this presents to the Maintenance Staff. Bob Benishek requested to have this item put on the Personnel Committee Agenda - To review the staffing needs for coordination / scheduling / providing assistance for promoting / marketing the Fairgrounds as requested by the FPC. This will be on the next Agenda to discuss having a joint meeting with the Public Property Committee.

Agenda Item #12 Discuss creating a long range plan for Fairgrounds: Benishek would like to obtain the Krueger property to expand the Fairgrounds. Either trade land with them or lease the land. Information only.

Agenda Item #13 New Business:

- a. **Upcoming April Events – Jose Cole Circus – Gun Show – Land Records Tree Sale.**
Pam Jankowski gave an update on the April Events.

Agenda Item #14 Old Business:

- a. **Antique Show – Future event:** Not discussed.
- b. **Obtaining Portable Lighting:** Not discussed.
- c. **Removal of Clover Room & Forestry Office Conference Room from Facility Use Policy:** Stowe advised the Committee that the Clover Room and the Forestry Office Conference room has been removed from public use for meeting rooms. These rooms will follow the Fairgrounds Policy and not the Facility Use Policy for renting meeting rooms.

Anderson reported on the Kettle Moraine ATV Club Ride that had been previously discussed. The Fairgrounds was to be the venue for parking and camping for this event. At this time, the Fairgrounds will not be utilized. The Club has decided to stay at our local motels.

Agenda Item #15 Marketing Update:

- a. **Updating Fairgrounds Brochures:** The current brochure is becoming outdated and changes have been made to policies since it was printed. Additions need to be made for current uses of the grounds. This will be put on the next Agenda to discuss revision in the future.

Agenda Item #16 Next Meeting: The next meeting is scheduled for April 19, 2017 at 4:30 p.m. at the Forestry Office Conference Room.

Agenda Item #17 Adjournment: Motion by Shane Lund, Seconded by Jack Anderson, to adjourn at 6:04 p.m. all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary