

Langlade County Fairgrounds Promotional Committee Minutes

Date of Meeting: May 21, 2014 at 4:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

Members Present: Chairman Bob Benishek, Angie Close, Shane Lund, Ronn Krueger & Rhonda Klement

Members Absent: None

Others Present: Robin Stowe, Jeff Zalewski and Pam Jankowski

Agenda Item #1 Call the Meeting to Order: The meeting was called to order by Chairman Bob Benishek at 4:30 p.m., in the Conference Room, Forestry Office.

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

Agenda Item #3 Elections and Reorganization of Committee: Ronn Krueger is resigning his position on the Committee. Krueger stated he is very happy with his contribution to this Committee and made a recommendation that Jeff Zalewski be appointed as a citizen member. Motion to accept Krueger's resignation by Angie Close, Seconded by Shane Lund, all ayes, Motion carried. Motion to appoint Jeff Zalewski as a citizen member of this Committee by Close, no other nominations, by unanimous votes, Zalewski accepts this position.

Election for Committee structure – Rhonda Klement nominated Zalewski to serve as Vice Chairman, no other nominations; Zalewski will serve as Vice Chairman. Zalewski nominates Klement to serve as Secretary, no other nominations, Klement will serve as Secretary.

- a. **Review Committee Membership for the next 2 years:** Discussion was presented at the previous Public Property Committee meeting regarding the membership on this Committee. (possibly new members replacing existing members) The Public Property Committee has decided to leave the membership as is with Ronn Krueger resigning and Jeff Zalewski replacing him.

Agenda Item #4 Events:

- a. **Update on upcoming events:** Pam Jankowski updated the Committee on upcoming events. For the month of June, the Family Motor Coach Association, Badger Chapter Rally is camping on the grounds; Hockey Camp is scheduled as well as a Rabbit Show. July – is a Flea Market and the Langlade Youth Fair. The Committee is asked to establish a “check-out” time for departure of camping units on the grounds. Discussion presented. Motion

by Zalewski to add to our Policy a “check out” departure time of 11:00 am, Seconded by Lund, all ayes, Motion carried.

- b. **Review of past events:** Jankowski updated the Committee on status of previous events.

Agenda Item #5 Fairgrounds Use Policy:

- a. **Quotes for Pressure Washing Services-Rural Fire Control:** Neil Wozniak from Rural Fire Control has discussed pressure washing the Pavilion after the Fair with Klement. He will give us a quote after that event for future reference. Stowe stated a waiver can be drafted as far as liability for the department.
- b. **Discuss grading criteria for certain “high demand” dates:** This information to be gathered and will commence in 2015.
- c. **Designate “high priority” dates commencing 2015:** This item will be discussed and will be put in the Policy for 2015.
- d. **Discuss “check-out” time for Camping Events:** Departure Time or “check-out” time of 11:00 am will be added to the existing Policy. Departing after that time will constitute an additional day fee for the event lessee.
- e. **Review “Exempt” status for fees:** Certain local non-profit organizations have requested fees to be waived for use of the grounds. The Committee will establish groups that would fall under “Exempt” status and set a policy on usage within a given year. This will be on the Agenda for next month for further discussion.
- f. **Discuss Alcohol Coverage for Insurance Purposes:** The Committee would like to have an insurance agent come to the meeting to discuss alcohol coverage as to the County’s liability. Many event users state the cost is very high to have a specific rider just for alcohol when obtaining their liability insurance. Klement suggested having her insurance agent for the Fair come and explain this to the Committee for the April meeting.
- g. **Address the removal of equipment from the Fairgrounds:** In the past the County has loaned out tables, chairs and other County owned property for use by other entities. This item will be discussed further at the next meeting.
- h. **Any other Policy Considerations:** Discussion presented regarding the race track possibly not being usable for Spring events due to wet conditions. The decision whether or not to cancel an event has been left up to the user with the consideration that the user has to put the track back into good condition and of

course any other property damage to the grounds would be at the expense of the user to repair. Klement discussed the lack of track use and weeds growing on the track. This is not appealing to a potential user who may want to rent the track and it was suggested the County keep the track in good condition for potential users.

The Fairgrounds Marquee sign has been getting a lot of use advertising Community Events, Langlade County and Fairgrounds Events. The sign is limited to non-profit organizations that may be advertising a Community Event, also Fairgrounds Events and County events for marketing purposes. The Committee has established certain criteria for use of the sign and has left discretion up to the Fairgrounds Event Coordinator.

Agenda Item #6 Old Business: Landscaping of the grounds was discussed. Klement stated she has Apple Valley Nursery and Landscaping willing to donate landscaping on the grounds to the County. Klement will get the details and report on this at the next meeting. Chairman Bob Benishek discussed the City Trail that is in process that will be located on the Fairgrounds and also the discussions presented to Public Property regarding the future options for the Horse Barn.

- a. **Discuss Priority list of needs for Fairgrounds:** No action at this time. List to be compiled no later than September for Tribal requests.

Agenda Item #7 New Business: Benishek suggested a cross walk and lighting for safety purposes on North Avenue by the over flow parking lot.

Agenda Item #8 Marketing Update: Angie Close has a list of race track users that can be mailed a copy of our Fairgrounds Brochure for potential bookings.

Agenda Item #9 Next Meeting: The next meeting is scheduled for June 12, 2014 at 4:30 p.m. at the Forestry Office Conference Room.

Agenda Item #10 Adjournment: Motion by Close, Seconded by Klement, to adjourn at 6:01p.m. all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary