

Langlade County Fairgrounds Promotional Committee Minutes

Date of Meeting: November 16, 2016 at 4:30 p.m.

Place: Conference Room, Forestry Office, Fairgrounds

Members Present: Chairman Bob Benishek, Rhonda Klement, Shane Lund, Jack Anderson and Angie Close.

Members Absent: None

Others Present: Ron Barger, John Jacobs, Robin Stowe, Shaughn Novy, Donna Wolf, Angela Klein, Peggy Feger, Holly & Abby Luerrsens, 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 Approve the Minutes of the October 18, 2016 meeting: Motion to approve the minutes by Angie Close, 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: Introductions and business stated by attendees. No items requested to be added to a future agenda.

Agenda Item # 5 New User Introductions:

Shaughn Novy and Donna Wolf would like to bring a 3-day event here called Northwoods Triple Crown Festival in 2017. They would like to promote tourism through the equine industry. Novy described the festivities and events that would take place on each day. Activities include, Grillmasters Challenge Barbeque, Barn Dance, Bulls & Barrels, Youth Stick Horse Challenge, Cowboy Church Service and Mounted Shooting to name a few. They would be renting the entire grounds for this event. Angie Close has been discussing this event with Novy and they are working on obtaining the Gem Grant and utilizing Hotel/Motel funds. Being a type of event that we have never had here, the Committee will have to review and decide on a fee for rental of the entire grounds. Novy is requested to prepare a list of improvements and additional items needed to prepare for this event and discuss with the Maintenance Department, (dirt for the track, repairs, etc.) Novy feels the entire horse arena needs to be worked on and is dangerous for users. The dates for this event would be August 11-13, 2017. Motion to tentatively schedule this on the calendar and hold over to the December meeting for further discussion and to finalize the plans by Shane Lund, Seconded by Close, all ayes, Motion Carried.

Angela Klein would like to hold her wedding reception in the Multi Purpose Building on September 16, 2017. She explains the details to the Committee. Klein has exhausted all other alternatives due to the large number of attendees she is expecting. The Fairgrounds has not been a venue for a wedding in the past and does not have a written policy at this point for a private party. Rental rates

discussed and it was decided the “non-profit” rate would be applicable. Motion to grant the use of the Multi Purpose Building for this wedding at the non-profit rate by Lund, Seconded by Anderson, all ayes, Motion Carried. This event will be on a trial basis and verbiage may be added to the policy for future private parties. Research to be done on renting large facilities in our area for weddings and private parties to aid in setting policy for Fairgrounds facilities.

Agenda Item #6 Discuss revising sanitation policy for concessions in the Multipurpose Building or any other building on the grounds where small animals are present: Ron Barger, Health Director, is not opposed to selling food out of kitchen in the Multi Purpose Building when small animals are present. His suggestion would be to close the north window in the kitchen to close off the area where animals are housed, provide a hand washing station in the vestibule area and signage posted. The Health Department would cover the cost of signage. Holly Luerrsen, Rabbit Project Leader agrees with these suggestions and inquires about acquiring the hand washing station. The County does not own any of these stations and the Fair will not “loan” them out. Suggestions made to have the County acquire one for these types of events. Barger may have a grant to help out with this purchase. Barger will put his suggestions in writing for approval at the next meeting.

Agenda Item #7 Discuss Invoice adjustment for the State Rabbit Convention: The Invoice for the State Rabbit Convention was reduced by \$100 which was for Maintenance Staff time for cleaning the Multi Purpose Building. The reduction was a result of miscommunication between the event user and staff. Information only.

Agenda Item #8 Update on Langlade Love Lock Links: This item was brought before the Public Property Committee and is to be discussed again once Nate Heuss checks the fence to make sure it is stable and will not be a safety hazard.

Agenda Item #9 Dump Station and Winter Storage Report: Pam Jankowski reported on the revenues for the Dump Station and Winter Storage. For the Dump Station, a portion goes to the City but the County has collected and retains \$1,357.00. The station was used approximately 135 times. The Winter Storage revenue was \$9,082.00 for 2016 and approximately \$9,500 for 2017 (the storage months of January – April have to be applied to 2017 revenues as well and includes sales tax). The Livestock Pavilion has 32 units stored.

Agenda Item #10 Discuss decision of Finance Committee regarding obtaining Portable Lighting for North Parking Lot and emergency situations: Bob Benishek explained the reasons the Finance Committee denied this request. Basically not enough departments felt the need to purchase one for County use. The rare occasions it would be used they thought renting a unit would be more financially beneficial. Rhonda Klement will rent one for the Fair when they use the North Parking Lot if the County will not provide one. This item will remain on the Agenda.

Agenda Item #11 Discuss funding for additional Fairgrounds Signage requested by the Committee: The requests for additional Fairgrounds signage for camping, the dump station and the food safety signs were forwarded to the Finance Director for input on funding. At this time the Finance Director indicated there was not money in the budget for these requests. The Committee has questions regarding the revenues from the Dump Station and the Winter Storage and why these revenues cannot be used. Bob Benishek will discuss the budget with the Finance Director. He will be invited to the next meeting to explain the budget.

Agenda Item #12 Discuss funding additions to the Fairgrounds for overnight camping: Not discussed at this time.

Agenda Item #13 Review and Discuss Overnight Camping Policies: This will be put on the next agenda.

Agenda Item #14 Discuss creating a long range plan for Fairgrounds: This item will be put on the next agenda.

Agenda Item #15 Review and approve press release for the Newspaper: This item will be put on the next agenda.

Agenda Item #16 Update of Events: Jr. Woman's Craft Fair
Horse & Pony Fun Show
Farm Bureau Coop Annual Meeting
Jaycee Magic Show

Pam Jankowski reported on the recent events. These events were well organized and attended by the community, no issues were reported.

Agenda Item #17 New Business: Emily Doucette would like to explore overnight horse camping with the Committee. She will be invited to the next meeting to discuss.

Agenda Item #18 Old Business: None

a. **Antique Show:** No discussion at this time.

Agenda Item #19 Marketing Update: None at this time.

Agenda Item #20 Next Meeting: The next meeting is scheduled for December 21, 2016 at 4:30 p.m. at the Forestry Office Conference Room.

Agenda Item #21 Adjournment: Motion by Klement, Seconded by Close to adjourn at 6:25 p.m. all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski
Recording Secretary