

## **Langlade County Fairgrounds Promotional Committee Minutes**

**Date of Meeting:** November 21, 2013 at 4:00 p.m.

**Place:** Conference Room, Forestry Office, Fairgrounds

**Members Present:** Chairman Jeffrey Zalewski, Ronn Krueger, Angie Close, Shane Lund

**Members Absent:** Rhonda Klement

**Others Present:** Robin Stowe and Pam Jankowski

**Agenda Item #1 Call the Meeting to Order:** The meeting was called to order by Chairman Jeff Zalewski at 4:00 p.m., in the Conference Room, Forestry Office.

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

**Agenda Item #3 Approve Minutes of the October 24, 2013 meeting:** Motion to approve the minutes of the October 24, 2013 meeting by Shane Lund, Seconded by Ronn Krueger, all ayes, Motion carried.

**Agenda Item #4 Fairgrounds Use Policy:**

- a. **Draft of New Policy – 2014:** Robin Stowe presented draft copies of the new Fairgrounds Policy for 2014. This new policy is a compilation of the many revisions made by the Committee during 2013. The end result will be a new “user friendly” Fairgrounds Policy. A Motion was made by Shane Lund to increase the hourly Maintenance Employee rate to \$25.00 per hour. (prior rate was \$22.00), Seconded by Angie Close, all ayes, Motion Carried. This is the rate an event user will be charged for Maintenance Staff time for cleaning of the grounds or buildings after use, “Call in” during an event etc.
- b. **Multi-Purpose Kitchen – Hockey:** Lund commented on the condition of the kitchen when it was turned over to Hockey for the Winter, he stated some deep cleaning was needed and suggested an Inspection Check List for Maintenance and the User to follow during the final walk thru inspection after events. Stowe will work on creating a checklist along with the Maintenance Staff.
- c. **Quotes for Pressure Washing Services:** Ronn Krueger will work on getting quotes.

- d. **Any other Policy considerations:** Stowe reviewed the status of personal property stored on the grounds. To date, all moveable property listed on the initial inventory has been addressed. Either someone has come forward to reclaim the property, or signed an agreement to keep the property at the fairgrounds or donated the property to the County. The Inventory list is being updated on the County's website to reflect the disposition of these items of moveable property.

**Agenda Item #5 Discuss improvements that may qualify for funding under the MOU for distribution under gaming compacts between local Tribes and the State:** Several ideas were presented for improvements on the Fairgrounds that may qualify for this funding. A few of the ideas include a dump station to increase additional camping events on the grounds, additional power pedestals and additional grandstand seating, just to name a few. This list will be presented for funding under the MOU for distribution under gaming compacts between local Tribes and the State.

**Agenda Item #6 Events:**

- a. **Comments:** Pam Jankowski presented a closing survey that was received from a recent event user commending the Maintenance Staff for being very nice and helpful during their event. They stated their event was a success and they will be scheduling again in 2014.

**Agenda Item #7 Discuss Livestock Pavilion:**

- a. **Review Storage Space Lease:** The Public Property Committee would like to review the lease before approval.
- b. **Update on Fundraiser – Dennis Mattmiller:** The Committee would like an update on the recent fundraiser held at the Edison Club. This will be put on the Agenda for next month.

**Agenda Item #8 Old Business:**

- a. **Discuss Details-Youth School/Training on ATV's:** Ronn Krueger would like this on the Agenda for next month.
- b. **Antigo Daily Journal Ad:** Pam Jankowski was requested to put an ad in the newspaper "Thanking" 2013 event users from the Committee, and also send letters to out of town users.

**Agenda Item #9 New Business:** Nothing at this time.

**Agenda Item #10 Marketing Update:** Nothing at this time.

**Agenda Item #11 Next Meeting:** The next meeting will be December 12, 2013 at 4:00 p.m. at the Forestry Office Conference Room.

**Agenda Item #12 Adjournment:** Motion by Krueger, Seconded by Lund, to adjourn at 5:25 p.m. all ayes, Motion carried.

Respectfully submitted,

Pamela Jankowski  
Recording Secretary